

# Early Learning Coalition of Florida's Heartland, Inc.

ELCFH Quality Committee Meeting  
Wednesday, December 17, 2009– 6:00 PM  
Charlotte Office

**Members Present:** Jan Gravelin, Deb DeKeulenaere  
**Excused:** Sunny Vogel, Joyce McClelland, Tina Lawler, Becky Johnson  
**Staff:** Anne Bouheben, Marjorie Bateman, Jeanne Griffith, Diana Stanton, Amy Leclerc, Katie Graddy, Arvilla Brito

---

## I. Welcome and Introductions (Jan Gravelin)

Jan Gravelin called the meeting to order at 6:00 p.m. Introductions were made.

## II. Community Event Sponsorship Review

Jan reviewed the application submitted by *Healthy Families DeSoto/Hardee Counties* – the amount requested is \$2,000. The funding is being requested towards educational materials to be distributed to families. Funds will be used for a book entitled: Building Baby's Brain Power, handouts, smoke alarms, outlet covers, corner covers and door latches for distribution to families and curriculum books which support development and child abuse prevention. Staff reviewed eligibility for funding and determined the full proposed event is eligible for funding. Anne Bouheben requested Board members present to sign the Conflict of Interest and Confidentiality Statement included in the packet.

A discussion ensued and Jan Gravelin recommended to approve the Community Event Sponsorship for Healthy Families of DeSoto/Hardee Counties in the amount of \$2,000. She further stated that due to the fact there are only two board members present with one member having a conflict of interest that the item should be placed on the January 27, 2010 Board meeting agenda as an action item instead of a consent item.

**The Committee recommends the Board approve the Community Event Sponsorship for Healthy Families of DeSoto/Hardee Counties in the amount of \$2,000.**

## III. Committee Discussion

### a. *Review of contracted provider non-compliance issues.*

Anne Bouheben referred to the November 2009 Quality Department report in the packet which shows the most recent non-compliance notices that have been sent out. Anne noted there were a lot of non-compliance letters sent out and further stated that the ELCFH understands in working with providers whose contract have been terminated and not renewed that they have not been able to stay in business. Anne stated the ELCFH is trying to be sensitive to this as well as to the healthy and safe environment for the children. ELCFH staff has implemented new procedures for a provider that has received three non-compliance letters. If these are issues that involve the need for additional training or support, the ELCFH meets with the provider as part of the mentoring program and receives intense one-on-one support. The provider is made aware that this is the last effort for them to bring up quality; if not, the ELCFH will recommend termination or non-renewal to the Board of Directors.

Anne stated the Executive Committee will be reviewing a recommendation for a School Readiness Provider Contract termination on January 5, 2010. The provider site has had very

extreme issues of non-compliance and ELCFH staff is very concerned about the health and safety of the children. The provider has been notified of the meeting and has the opportunity to submit documentation for the Committee's consideration. Deb DeKeulenaere asked if they would benefit from DCF training. Diana Stanton stated this particular provider has had training. Diana stated when ELCFH staff reports issues that DCF is following up on the following day and witnessing the same issues. Jan Gravelin stated the ELCFH process is definitely working and recommends its continuation. Marjie Bateman stated an additional measure being implemented by ELCFH Quality staff is to check on the DCF web site for non-compliance issues. Marjie further stated that with the license exempt sites, staff will visit using a health and safety checklist. If there is an issue, the ELCFH will send out a letter to the entity responsible for the issuance of that license.

A discussion ensued about the contents of the Quality report. The Committee requested a column be added showing how many notices of non-compliance have been issued. Anne Bouhebent handed out a list which shows issues that would warrant a Formal Notice of Non-Compliance and stated it will be included with the report for the Board meeting.

Anne stated the ELCFH is seeing a new trend in cases where contracts have been terminated. In particular, there are two sites with new ownership and director but appears to be some linkage back to the former site which was terminated. Anne asked the Committee how to best handle a site that was once termed and has come back for licensure. Marji stated the ELCFH staff will conduct a health and safety check on the new provider prior to orientation in order to help the provider correct any issues. This is done to help the provider be successful and in compliance with the contract. Anne stated ELCFH staff discussed internally possibly aligning health and safety to include more of the elements of Chapter 411. She further stated that Chapter 411 truly regulates school readiness so that when the ELCFH has a new provider or a provider that had termed and re-started under new ownership that we have a stronger tool that is not as intense as ERS.

Jan stated she participated in the VPK conference call which announced legislation that all VPK teachers must have their BA by July 1, 2013. She further stated that this will be a huge impact on child care centers with CDA's. Katie Graddy stated the reasons for CDA's not pursuing a BA is because of financial and child care issues.

***b. Follow-up from September 16, 2009 Quality Committee Meeting: Should the ELCFH establish a base ERS score as a condition of provider contracting with the ELCFH as a School Readiness Provider?***

Anne stated the ELCFH has had conversation with other coalitions regarding establishment of an ERS baseline. There are some that have established a baseline in order for providers to be contracted with that coalition (ie scores ranged from 3 – 4). Other ELCs had opted not to set a baseline ERS because it may not be appropriate to attach high stakes funding to an ERS score and that it makes more sense to be aligned with Chapter 411. Anne stated the ELCFH contract is awarded to the provider because the ELCFH determined they qualify and can be successful. However, in not complying with the contract terms, the provider may be recommended for a termination. Anne further stated that the termination could result in the possibility of the business going under, families being displaced as well as loss of employment. The ELCFH staff & Board want to see success from the outcome. A discussion ensued and it was decided that aligning with Chapter 411 reduces the risk re: high stakes funding and is in the best interest of the coalition to move in that realm and possibly look at an expanded tool. The ELCFH will draft the

enhanced tool for the Committee to review.

**IV. Open Forum**

Included in Item III. discussions.

**V. Adjournment**

Jan Gravelin adjourned the meeting at 7:15 p.m.

**The next Quality Committee Meeting is scheduled for March 11, 2010 at 6:00 PM  
in the ELCFH Charlotte Office. Conference calling will also be available at  
866-628-8620, passcode 504163#.**