

Early Learning Coalition of Florida's Heartland, Inc.

ELCFH Quality Committee Meeting
Thursday, March 11, 2010 – 6:00 PM
Charlotte Office

Members Present: Jan Gravelin, Deb DeKeulenaere, Sunny Vogel (via conference call)
Excused: Joyce McClelland, Tina Lawler, Becky Johnson
Staff: Anne Bouhebert, Marjorie Bateman, Jeanne Griffith, Diana Stanton, 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 *South Florida Community College Child Development Program*– the amount requested is \$1,200. The funding is being requested for a one day professional development conference for child care center directors and staff to focus on the topic of early childhood character development. The conference will provide 6 hours of in-service credit. Staff reviewed eligibility for funding and determined the full proposed event is eligible for funding. Anne Bouhebert requested Board members present to sign the Conflict of Interest and Confidentiality Statement included in the packet.

A discussion ensued and the Committee recommended approval of the Community Event Sponsorship for SFCC Child Development Program in the amount of \$1,200.

The Committee recommends the Board approve the Community Event Sponsorship for SFCC Child Development Program in the amount of \$1,200.

III. Committee Discussion

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

Anne Bouhebert referred to the February 2010 Quality Department report in the packet which lists the providers with multiple contractual non-compliance issues. Anne stated the Executive Committee met in February for a recommendation of contract termination and opted to wait 30 days until the March 24th Board meeting to see how the site is progressing before making a final determination. Anne further stated an update will be given to the Board on all provider sites that had numerous non-compliance issues. The report on page 17 is a brief synopsis of programs currently being “staffed” by the ELCFH. Anne explained that staffing means numerous non-compliance issues, ELCFH has met with site staff, toured site as well as had a discussion that if improvements are not made then a recommendation would be made for termination of the contract. Anne stated in the case of Grace Community School of Port Charlotte a recommendation for termination has been made and the ELCFH is continuing to review the site to determine the next steps. Anne stated the non-compliance issues in the report are serious and relate to low ERS scores as well as health and safety violations. The ELCFH has had internal discussion on ensuring providers take more ownership of non-compliance issues. The ELCFH is exploring implementation of a new process in the next fiscal year where, in addition to staffing, providers will be required to present to ELCFH upper management team how they are going to change procedures for their facility in order to be in compliance. Anne reviewed the six providers listed on the report with non-compliance issues and updated the Committee members on the progress of each. Anne further stated the ELCFH Board Chair requested the ELCFH facilitate a

survey with School Readiness and VPK clients currently being serviced by these facilities to determine their level of satisfaction. The survey is being conducted by phone and results will be presented to the Board at the March meeting.

b. *School Readiness Pre-contract Program Monitor (proposed tool review)*

Anne referred to pages 18-23 which is the school readiness pre-contract program monitor, a proposed tool to use as a review of the facility prior to issuing a contract. At the last Committee meeting there was discussion on whether or not to set an ERS baseline score. The ELCFH has had conversations with other coalitions and found that some are doing an ERS baseline with scores ranging from 3 to 4.5. There are some coalitions that have decided to be more focused on ensuring adherence to Chapter 411 instead of using an ERS score. The pre-contract monitor incorporates the key components of contractual/ Chapter 411 compliance. Anne reviewed the proposed form and the Committee recommended adding more note space for the Health and Safety section as well as being consistent with the coding of DO, N, and NA. Anne stated the next step would be to imbed some language in policy for the pre contract monitor with general language referring to the approved tool. The ELCFH will determine how to weigh the scores. The policy change will be presented to the Board for review and approval.

IV. Open Forum

There were no items for discussion for open forum.

V. Adjournment

Jan Gravelin adjourned the meeting at 6:51 p.m.

**The next Quality Committee Meeting is scheduled for June 10, 2010 at 6:00 PM
in the ELCFH Charlotte Office. Conference calling will also be available at
866-628-8620, passcode 504163#.**