



Early Learning Coalition of Lake County

Innovative Services For Lake County's Children

These minutes summarize the key issues of the ELCLC Board of Directors' meeting on October 5, 2011 held at the Early Learning Coalition of Lake County.

Mr. Pruitt called the meeting to order at 9:05 a.m. The following members were present: Mr. Eric English, Mr. Oscar Palau, Ms. Kim Grabert (via conference call), Mr. Will Pruitt, Ms. Marsha Carpenter, Mr. Jimmy Conner, Ms. Porcha Green, Ms. Michele Rawls, Ms. Jackie Atkinson, Ms. Kathryn Sutherin, Mr. Eddy Workinger, Ms. Michelle Currie, Ms. Jennifer Walz, and Dr. Barbara Howard. The following members were absent: Mr. Hays Ginn, Ms. Jeanie Rowin Mr. Patrick Smith, Ms. Melissa Lyford and Ms. Erica Mott. The following guests were present: Ms. Doreen Chatelier, Ms. Nakia Myles, Ms. Betsy Mae Wilson, Ms. Cindy Winkle, and Ms. Rosemary Wigmore. The following staff was present: Ms. Lesha Buchbinder, Dr. Hugh Brockington, Ms. Patricia Pierce, and Mr. Bill Hartman.

CONSENT CONSIDERATION

Mr. Pruitt presented the Action Items 774-776 for consideration. Ms. Buchbinder requested that members have time to review the minutes from the August 3, 2011 meeting (Item 774) as they were not previously mailed out due to her being on leave. Mr. Pruitt then called for a motion to approve items 774-776. A motion was made and seconded to approve items 774-776. Motion carried

EXECUTIVE DIRECTOR REPORT

Action Item 777

Ms. Buchbinder informed the Board that during the recent program audit, it was noted by the state that the Executive Director's annual Performance Review had not been officially presented to the Board at a meeting as required by the state's Sunshine law. Ms. Buchbinder reminded the board that the Executive Director's Employment Contract states that the performance review of the Executive Director is to be completed by the Board Chair or his/her designee. Ms. Buchbinder stated that the recommendation from the state is that the bylaws are revised to include language regarding the performance review process. Ms. Buchbinder stated that she would like to request guidance from the Coalition's legal counsel prior to amending the Coalition's bylaws. Ms. Buchbinder distributed a copy of the 2011 Executive Director Performance Review to the Board of Directors for review and comment.

Ms. Buchbinder proceeded to discuss the reduction in provider rates that had been approved at the August 2011 meeting. Ms. Buchbinder reported that the Coalition served over 2,000 children during the month of September and is projecting an average of 2,001 for the program year. Ms. Buchbinder continued to discuss the plan amendments that reduced for school age children as well as the increase in parent fees that were implemented on a tiered basis ranging from \$.25 to \$1.00. Ms. Buchbinder reported that some providers were experiencing significant cuts in the number of schoolers at their centers. Ms. Winkle and Ms. Chatelier commented that they had lost a considerable number of schoolers but were not sure if it was due to the change in provider rates, parent fees, loss of job, reduced hours, etc. Ms. Winkle commented she had considerable loss in all age groups; Ms. Winkle also commented that the reduction of schoolers enrolled in private facilities may mean that parents are selecting a more cost effective option such as the Boys/Girls club or the YMCA or ELC Program with the Lake County school Board. Ms. Sutherin commented on the gap between reimbursement rates and market rates stating that some parents may be paying more than 40% of their income on child care fees. Ms. Carpenter commented that their needs to be a focus on training the providers to help parents understand that this is not an entitlement and they need to understand they it may be necessary to make some lifestyle changes in order to afford child care. Ms. Rawls commented that she routinely meets with parents to help them with their budgets. Ms. Green said that Head Start is required to work

with parents and they are requested to volunteer within the classroom, establish a set of goals and attend training on topics such as resume writing, job interviews, budgeting, etc. Ms. Green stated that Head Start also sends out surveys to the

parents to see what other areas of training they would like to see scheduled. Ms. Sutherin suggested doing a poll of 50 families to evaluate both the salaries of the parents and the household or family expenses to determine what the true cost of child care is to parents within Lake County. Ms. Buchbinder commented that a budget form could be developed to distribute to parents to gather the information. Mr. English commented that the true responsibility is on the parents not providers. Mr. English further commented that providers may be able to assist the parents with understanding the importance of financially committing to the care of their children.

After further discussion on ways to help providers and parents, a suggestion was made to the board that we look at market rate and provider reimbursements to ensure that they are adequate; to conduct trainings that will help providers understand the importance of parent involvement and the importance of quality early learning. Ms. Buchbinder commented that perhaps a fact sheet should be distributed to parents when they meet with family services specialists to discuss eligibility for the program

Ms. Buchbinder proceeded to review a non-compliant issue regarding an SR provider (Paisley Oaks) who failed to their 2010-11 ERS assessments. Ms. Buchbinder distributed copies of the assessment to members for their review. Ms. Buchbinder explained the various levels of probation. Ms. Buchbinder also reported that TA was done with the facility. The results show that the scores were close but still short of the 3.0. Mr. Pruitt asked the director, who was in attendance, to explain the situation with the playground area, which was one of the problem areas. Ms. Wigmore shared with Mr. Pruitt several deficiencies that contributed to the low score. Ms. Rawls asked Ms. Wigmore if the Owner of the facility would be willing to make changes. Three board members inquired about the possibility of amending the accountability requirements as some of the issues were out of the centers control. Mr. Brockington stated that he had met with Ms. Wigmore and she reported that several of her teachers were seeking additional training to ensure that future scores were not compromised.

Ms. Buchbinder stated that as a result of the three failed assessments, ELC scheduled a 100% assessment of the facility, with an average score of 2.93 on ITERS and 3.17 on ECERS. The SR contract states that providers must be at or above a 3.0 to continue their contract. Ms. Winkle commented that the scores are very close and the center shows a sincere willingness to fix the problem areas. Ms. Green and Mr. English suggested continued training and technical training assistance and schedule a 30, 60 and 90 day evaluations. After further discussion, a motion was made and seconded to allow the center to continue on probation and to continued training, and schedule a 30, 60 and 90 day evaluations. This will allow the center time to address the deficiencies and attend trainings..

Ms. Buchbinder reminded the Board that the Day in the Park event is on October 27, 2011 and asked members to sign up to volunteer for this great event for the children.

Ms. Buchbinder reported that Board membership is down two Governor Appointee positions and encouraged members to consider sending in an application for the positions. Ms. Buchbinder commented that Ms. Jeanie Rowin and Mr. Hays Ginn will conclude their first term on the Board December 2011. Ms. Rowin is waiting on word regarding a second application to the Governor's office for a second term as Governor Appointee. Ms. Buchbinder informed the Board that Ms. Melissa Lyford, School Board representative for our IDEA seat on the Board, position and we are currently seeking a replacement. Ms. Buchbinder also referred to the current situation with Workforce Central and the mandated seat held by Mr. Gary Earl and his designee Ms. Erica Mott. Ms. Buchbinder is waiting to get further information regarding that decision. Mr. Earl and several other officials have resigned from Workforce Central.,

Ms. Buchbinder commented on several upcoming deadlines this month such as the 2010-2011 Annual Report and the COOP revisions. These documents have already been revised by staff in draft and are being reviewed. Ms. Buchbinder

reported that the Financial Report is in the packets and pointed out that a new format has been designed that is easier to read and understand. Ms. Buchbinder reported that the quality reports were in the packet for review.

Mr. Brockington reported that he had met with several providers recently and is in the process of developing a manual that will a resource to providers. The manual will provide information on the organization and operation of a child care business.

Before closing, Ms. Buchbinder reported that Ms. Joanne Simpson, CCR&R coordinator is retiring effective October 30, 2011. The position will be posted as soon as possible.

There was no other business. The next meeting will be held on December 7, 2011 at 9:00 a.m.

A motion was made and seconded to adjourn at 10:53 a.m.

Respectfully submitted
Patricia Pierce, Executive Assistant

APPROVED DECEMBER 14, 2011