Early Learning Coalition of Florida's Heartland, Inc.

www.elcfh.org

ELCFH Board Meeting Wednesday, October 28, 2026- 9:30 AM

Zoom meeting link: https://us02web.zoom.us/j/85406609493?pwd=cFKC4ItFtPDMeboEEayLZ4RtAyQWcJ.1

Meeting ID: 854 0660 9493 **Password**: 544919 **Phone:** +1 305 224 1968
Physical Meeting Location: 18501 Murdock Circle, Suite 200, Port Charlotte, 33948

ZOOM Meeting access assistance- text or call Beth Mueller at (941) 457-9246

The mission of the Early Learning Coalition of Florida's Heartland. Inc. is to support families and children in accessing high quality early care and education services via School Readiness and Voluntary Pre-kindergarten programs. The ELCFH also serves as a point of access to resources and referrals for health care and family support services.

Agenda Item	Content	Presenter(s)
1.	**Call to Order-** Introductions; Additions or Changes to the Agenda.	*John Stover, Interim Board Chair*
2. Action p. 4-8 p. 9-15 p. 16 p. 17 p. 18 p. 19	**Consent Agenda-** a. Approve minutes from the 8.26.26 Board Meeting b. Review Committee Meeting minutes c. Approve FY 26-27 School Readiness Budget Modification- NOA increases and invoicing adjustments d. Approve FY 26-27 SR Plus Budget- 9.1.26 NOA e. Approve FY 26-27 Disaster Relief Grant budget- 9.1.26 NOA f. Accept of Charlotte County BOCC funding through United Way Charlotte County	*John Stover*
3. Information p. 21-24	**Finance and Utilization Reports:** a. FY 25-26 Utilization Review b. SR/ VPK Utilization Report c. Child Count and Wait List Activity Report d. Direct Services and Programmatic Match Report	*Anne Brewer, Executive Director* *Pam Hillestad- Director, Finance & IT,* *Olga Olvera- Director- Family Services*

4. Action p. 26-28 p. 29-30	**ELCFH Policy Revisions:** a. ELCFH Policy CP7- Provider Sanctions- statement to include current process of suspending new SR enrollments for provider on continued/ extended contractual probation. b. ELCFH Policy SR/VPK 9- Provider Contract Monitoring- obsolete language has been stricken; language updated to align with current processes and procedures.	*Anne Brewer*
5. Discussion	**Florida's Early Learning Coalition system**- PowerPoint presentation on the ELCs as nonprofit agencies was made available by the Early Learning Coalition of Miami-Dade-Monroe. This information will be provided as a training point for all future ELCFH Board Orientation sessions.	*Anne Brewer*
6. Information p. 32-33	**ELCFH Agency Report**-. a. DEL ELC Fraud Risk Assessment b. DEL ELC IT Risk Assessment c. Krizner Group- HR Audit d. Hurricane Ian- Disaster Relief Grant update e. FY 25-26 Annual Report has been posted on the ELCFH website homepage and blasted	*Anne Brewer*
7.	**Open Forum**	*John Stover*
8.	**Adjourn-** *John Stover* **Next ELCFH Board meeting:** Wednesday, January 27, 2027 @ 9:30 AM via ZOOM	*John Stover*

ELCFH Board Meeting

Consent Agenda
October 28, 2026

Consent Agenda 2.a: ELCFH Annual Board Meeting Minutes – Wednesday, August 26, 2026

Members Present: John Stover (Chair), Nancy Ebrahimi-Driggers (Vice Chair), Dr. Asena Mott, Nancy Zachary (Secretary), Susan Norris, Leigh Ann Moccia*, Aaron Stitt, Rick Pucci, Amy Huddleston, Larry Lawman, Dr. Amy Bennett, Peg Elmore, Mary Stewart (Treasurer)*, Ericka Brown

Members not present: Ashleigh Hayes (absent); Dr. Joe Pepe (excused), Gail Werley (excused); Amber King (absent)

ELCFH Staff Present: Anne Brewer, Pam Hillestad, Kelly Wertenbach, Beth Mueller, Tina Yates, Vickmary Rodriguez, Janet Lane, Olga Olvera, Becky Malbaurn, Denise Hoefer, Lori McDonnell, Tracy Pipitone, Patricia Villafuerte, Megan Adams, Peggy Martel, Meralys Sanchez, Sheralee Turley, Liliana Mejia, Rikki Scott, Connie Cody, Samatha Yates, Sumera Donaldson, Jasmin Dominguez

Guests: Elaine Entrikin; Jailene Soto; Janice Houchins; Maria Magowan; Trena Miller; Maria Castillo; Jennifer Luikart; Hilaria Cuevas; Rebecca Miller, Cassia Merlos, Asha Campbell, Angie Lincoln-Velez; Natalia Jones

Number required for quorum: 10/ 12 *Number of voting members present: 14* ** via phone for quorum*

1. CALL TO ORDER

The meeting was called to order at 10:01 AM; introductions were made. A quorum of ELCFH Board members was established and introductions were made.

2. Consent Agenda- The following items were presented for Board approval:

g. Minutes from the 5.27.26 Board Meeting
h. Committee Meeting minutes
i. Board Membership: Ericka Brown, Faith-based Provider Representative
j. FY 26-27 Committee Roster
k. Surplus Inventory
l. FY 26-27 SR Budget modification
m. FY 26-27 VPK Budget modification
n. Children's Forum contract for SR/ VPK Provider CLASS Assessments

Rick Pucci made a motion to approve the Consent Agenda as presented. Nancy Ebrahimi-Driggers seconded. The motion carried.

3. Three Related Parties Contracts for FY 26-27 were presented for Board Action:

a. Hillestad Electric of Southwest Florida, LLC for electrical maintenance services. Nancy Zachary made a motion to approve the contract with Hillestad Electric of Southwest

Florida, LLC as presented. Susan Norris seconded. The motion carried. A roll call vote was taken; 14 of 18 ELCFH Board Members voted approval of the contract as presented; 4 members were absent. This met the 2/3 vote requirement for contract approval.

b. ELCFH retirement benefits administration with Edward Jones (Adam Cummings): Nancy Ebrahimi-Driggers made a motion to approve the contract with Edward Jones (Adam Cummings) as presented. Nancy Zachary seconded. The motion carried. A roll call vote was taken; 14 of 18 ELCFH Board Members voted approval of the contract as presented; 4 members were absent. This met the 2/3 vote requirement for contract approval

c. ELCFH Highlands Office handyman work (Steven Jones): Nancy Ebrahimi-Driggers made a motion to approve the contract with Stephen Jones for handyman services for the Highlands Office. Nancy Zachary seconded. The motion carried. A roll call vote was taken; 14 of 18 ELCFH Board Members voted approval of the contract as presented; 4 members were absent. This met the 2/3 vote requirement for contract approval

4. ELCFH Policy and SR Plan Updates: Required policy updates were presented to assure alignment with the School Readiness Plan and recent updates in Florida Statute/ Rule. All of the policies were presented and one Board vote taken to approve all updates at one time.

a. Employee Handbook 3.12: Background Screening Policy- needed updates were identified during the recent DEL Accountability Review and align with the current DEL Grant Agreement.

b. SR6: SR Program Eligibility and Enrollment- needed updates align with changes to applicable FS/ rule and were at the direction of DEL for the current SR Plan. Highlights on the substantive updates were provided.

c. SR7: SR Program Disenrollment- required updates to the process and priorities for disenrollment due to funding constraints (rather than individual family termination) was presented.

d. CP1: Provider Contracting, Program Assessment- updates specific to required CLASS threshold for contracting, required annual provider orientation with the home ELC, and deletion of obsolete language was presented.

e. CP3 Child Screening- an update to the number of days families and providers have for screening completion was presented.

a. CP4- Special Needs Rate- new rule update regarding teacher training requirements was presented.

Rick Pucci made a motion to approve the updates to all of the policy updates as presented. Larry Lawman seconded. The motion carried**.**

5. Finance and Utilization Report- Highlights from FY 25-26 were presented, showing unduplicated totals of children served through the School Readiness Program (2,250) and VPK Program (1,672). It was noted that some children are dually enrolled in SR and VPK services (need and eligibility dependent). These data points will be included in the annual report which is due to DEL by October 1.

A financial overview for July 2026 was provided:
The School Readiness program, at 8.3% of FY 26-27, has 1,498 children enrolled in services. A total of 3.6% of the allowable 5% has been spent on admin and 14.2% on non-direct. 82.7% of SR funds have been expended for direct services (of a 78% mandated earmark).
Board Members engaged in conversation about the VPK program, reviewing participation in the summer versus school year programs. Summer programming (300 hours of instructional service) is historically low across the state, with parents preferring the school year schedule which provides 540 hours of instruction. A report on the school year enrollments will be provided to the Board with the next Board Meeting Report (October 28); school year programs started on or around August 10, 2026.

An overview of Waitlist Pull Activity from FY 25-26 to FY 26-27 was presented. The ELCFH invites 100% of families in from the waitlist on a monthly basis. Families who are deemed eligible but do not enroll (ie. need support with finding a provider) are provided childcare resource and referral services (CCR&R) and survey results from providers who state that they have openings available.

FY 26-27 Provider contracting was presented, showing 85 providers currently contracted for SR and 64 providers for VPK. It was noted that providers who chose to be dually contracted tends to be the norm. A current listing of all SR and VPK contracted providers is posted on the family tab of the ELCFH website.

The Match Funding Report for the SR program was also provided noting that the UWCF application for Hardee and Highlands direct services match funding was submitted and site visits will be held in Late September/ early October. The site visit for UWCC/ CCBOCC direct services funding for Charlotte County was held on May 18th and the anticipated award letter has been issued. United Way Suncoast extended their partnership to support quality childcare services in DeSoto County and the ELCFH continues to receive funds for the bookbag buddies program. Funders and donors were thanked for their ongoing support of ELCFH work!

6. Board Chair Report: A report of the 8.12.26 Executive Committee meeting was provided. The purpose of this meeting was to review the process for the annual ED performance evaluation. The. ED provided a work report for FY 25-26 which addressed the evaluation indicators by

domain as listed in the DEL ED evaluation tool as well as other supporting documentation which demonstrated the scope of the ELCFH as an agency and collaborative work of the Management Team. ELCs are required to submit the completed annual evaluation to DEL by August 30th as part of the grant agreement; the final document has been compiled for submission to DEL by the ED designee. Additionally, the Executive Committee completed the annual review and approval of the ED Succession Plan which is referenced in the ELCFH Continuity of Operations Plan.

7. **ELCFH Agency Report**- the following items were presented:
   a. ELCFH Community Needs Assessment has been revised and will be posted on the homepage of the ELCFH website.
   b. ELCFH Focus Areas: a review of FY 25-26 plan was provided; the updated focus areas will be posted on the Board Resource tab of the ELCFH website.
   c. ELCFH FY 26-27 Org Chart – the annual updates have been applied to the org chart with no changes in current staffing. This doc is posted on the Board Resource tab of the ELCFH website.
   d. Hurricane Ian Grant Update- expansion of shelter backpacks project has been proposed and discussed at the community level with partners in DeSoto, Hardee and Highlands Counties. An update to the DEL application is required in order to obtain approval for this proposed expansion.
   e. HB 797: Florida Nonprofit Corporation Act- the ELCFH is currently reviewing a checklist of items specific to the new rules, especially as they pertain to governance and ELCFH bylaws. Proposed updates will be brought to the Administrative Committee.

8. Annual Meeting Highlight: Teacher Feature! The Teacher Feature is noted as an excellent way of recognizing teachers who implement best practices with children. These features are regularly shared via the blast, posted on the ELCFH website, and are nominated by program directors. The teachers who were highlighted in FY 25-26 were individually showcased as a poster, with some anecdotal success stories shared with the Board. Fun activities were included and meeting participants were encouraged to check them out after the meeting!

9. **Thank you for having a heart for children! - Annual Thank you and Service awards!** The following was presented:
   a. Board Member terms: There were no terms to report for FY 25-26.
   b. Community partners: The following partners were thanked for their on-going support of the ELCFH.
      - Copperfish Books, Punta Gorda: facilitated a book drive for children served through the ELCFH.
      - Tobi Mills: provided a donation of 100% of the proceeds of sale of greeting cards created by late Board member Ron Mills
      - United Way Suncoast for supporting quality practices with contracted childcare providers in DeSoto County.
      - Project Linus: Charlotte County- Donation of quilts for the Bookbag Buddies Program.

- Tobi's Quilters: DeSoto County- also provided a donation of quilts for the Bookbag Buddies Program
- Kiwanis: Cape Haze and Englewood: provided a monetary donation to support the Bookbag Buddies program.

c. Two provider sites who hosted United Way site visits with the ELCFH were also recognized:

- Joyful Noise- Director Jessica Warne- hosted the site visit with the ELCFH for United Way Charlotte for Charlotte County.
- New Vision- Director Cheryl Keller- hosted the site visit with the ELCFH for United Way of Center Florida for Hardee County.

d. ELCFH Staff Service awards to acknowledge milestone work anniversaries. Two ELCFH employees were celebrating their five year anniversary with the ELCFH:

- Lori McDonnell- Lead for the Child Development & Education department
- Sheralee Turley- Child Development & Education Specialist

Three employees are celebrating their 20 year anniversary with the ELCFH:

- Pam Hillestad, Director for Finance & IT department
- Kelly Wertenbach, Director for our Provider Services department
- Anne Brewer, Executive Director

Open Forum: No additional items to report.

Adjourn Next ELCFH Board meeting: is scheduled for Wednesday, October 28, 2026 at 9:30 AM via ZOOM. The meeting adjourned at 11:38 AM.

Consent Agenda 2.b: ELCFH Contracted Provider Call **Thursday, Sept 17, 2026**

- The current Provider Representatives were announced- Ericka Brown- Faith-based Provider Representative and John Stover, For-profit Provider Representative. Contact information is on the ELCFH website/ Provider tab (Providers | ELC of Florida's Heartland)
- The ELCFH Board and Committee meeting calendar is posted on the ELCFH website and monthly reminders are sent via the provider blast (About | Early Learning Coalition of Florida's Heartland). All are welcome to join!
- Hurricane Ian Grant update- Creative Curriculum: The ELCFH is assessing provider needs and interest regarding Creative Curriculum via a JotForm Survey. Please complete the survey to help with the planning process!

Family Services Team:

- Please don't let the Parent Fee balances get too high before calling our office! The ELCFH cannot collect late fees and can only authorize the legislatively mandated parent co-pay. Provider differential payments are solely between the parent and the provider.
- Refer families back to ELCFH for SR eligibility questions. We are here to help! The ELCFH is mandated to adhere to confidentiality; referring parents back to the ELCFH for any questions helps us to best assess and respond to parent needs.

Provider Services Team:

Reminder to follow the attendance schedule – *Portal listed 9/9/26 this month- which was NOT correct!* Attendance and payment dates are listed on the provider tab (Providers | ELC of Florida's Heartland). Attendance is due by the 3rd business day of each month. [*Let us know if Portal posts a wrong date as soon as you see it so we can advise DEL.*]

Attendance process- both SR and VPK: has to be submitted in a whole batch in order for the ELCFH to invoice DEL for funds. *This means that if a provider is late in submitting we may not be able to process that provider until the following month!* Late submitters are risking a month's delay for payment!

CLASS assessments: once the two-week window is provided, providers should not change teachers/ classrooms around (unless there is a true issue such as a teacher is ill or resigns from the program).

VPK FAST Assessment:

- Assessment must be done during VPK hours by staff that have completed the annual test administrator training.
- Documentation required in the VPK application annually before assessing.

- Multiple classes need multiple assessors or have a substitute trained. (Substitute rules apply – meaning- lead cannot leave her class to assess in another classroom).

Important General Reminders:

- We advise **not** recording children on **personal phones**- this can be viewed as a breach of confidentiality. Directors are highly encouraged to assure all teachers are aware of this!

- Providers are **required** to advertise [anywhere- ie facebook, flyers] with DCF license number.

Other items:

- Hurricane Ian Disaster Relief funds- Disaster Relief Grant- the ELCFH is completing the review of the submitted applications and will be notifying providers of awards in the next week or so.
    - A survey specific to the Creative Curriculum has been sent to everyone to assess current needs/ interest in this specific curriculum. Providers in all four counties were encouraged to complete and submit the application.

- Certificates for the Weathering the Storm trainings will be issued soon.

- Delayed 25% SR payment in July- this was an outlier due to changes in CCDF regs. The ELCFH has worked with DEL to assure steps are in place to avoid this situation in the future.

- Children under Rilya Wilson – providers contracted with the ELCFH should report concerns, questions to cs@elcfh.org (as well as the referring agency case manager). There is not a common email address between all ELCs for this reporting.

- What is an unusual incident? These are defined by any significant event involving the health and safety of children that results in:
    - injury / needed medical attention (death of an enrolled child),
    - onsite presence of first responders (law enforcement, fire department, DCF/ CPI child protective investigators);
    - incidents that result in unexpected provider site closures,
    - any litigation involving the provider site;
    - or any issue that could result in a Class I citation from DCF.
    - Providers were encouraged to report- if unsure, it's better to report than not!

Consent Agenda 2.b: ELCFH Finance Committee Meeting Minutes - 9.29.26

Committee/ Board Members Present: Mary Stewart, Peg Elmore, Amy Huddleston, John Stover, Nancy Ebrahimi-Driggers

ELCFH Staff Present: Anne Brewer, Pam Hillestad, Olga Olvera, Beth Mueller, Kelly Wertenbach, Tina Yates, Janet Lane

Agenda Item	Content
1. Opening	The meeting opened at 9:03 AM. Introductions were made.
2. **Reports**	**Utilization Report for School Readiness (SR) and VPK:** SR at 16.7% of FY 26-27 shows a total of 17% of funding expended. • 84.5% for Direct Services (of a required 78% minimum) • 3.5% of an allowable 5% for Administrative costs, which make up part of the total 15.5% non-direct costs (of a total allowable maximum of 22%). • A total caseload of 1,530 children was billed for SR in August 2026; this was noted as an increase of 105 children since August 2025. A question was asked about the low admin compared to the increased enrollment activity. It was noted that admin level management are charging some time off to other functions, specifically the Hurricane Ian grant funding (with allowable admin). The VPK program is expended at 8.2% as of 16.7% of FY 26-27 with a total child count of 1,356. The admin cost is 7.1% of an allowable 5% due to programs just starting in the month of August. **Other reports presented:** FY 26-27 August Data Report: Waitlist pulls continue to be facilitated every 15 days with 100% of families being invited in. The YTD unduplicated child count of children served via SR was reported at 1,659. School Readiness Grant Expenditures - from 7.1.26 – 8.31.26. VPK Grant Expenditures - from 7.1.26 – 8.31.26. The 9/17/2026 Balance Sheet and Cash Flow report: it was shared that the ELCFH, at the guidance of DEL, is taking 1½ months worth of SR refundable advance funds to assure all expenses can be paid in a timely fashion. Additional advance funds may also be taken for VPK.

	Direct Services and Program/ Quality Activities Match Report (FY 26-27): It was reported that the UWCF site visits for Hardee and Highlands are Sept 28 and Oct 2, with focus on the Board approved School Readiness Position Statement. Synovus Bank (soon to be Pinnacle) has offered a $5000 contribution to the ELCFH and a member of their management has submitted an application for Board membership (to be reviewed by the ELCFH Admin Committee). Items reviewed/ Approved for May, June and July 2026: ELCFH Board Treasurer, Mary Stewart (7.23.26) and Board Member Peg Elmore (8.26.26) supported ELCFH management with this review. A report was provided because the ELCFH Finance Committee did not meet over the summer; a full listing of expenditures over $5000, credit statement reviews, and bank reconciliations during that time period was reflected.
3. Expenditures over $5,000	**The following expenditures were reported as reviewed and approved by the Board Treasurer:** • 9/1/26 – Check #27349 – $32,103.60 – Becker's School Supplies – Hurricane Kits through the Hurricane Ian Recovery Grant • 9/1/26 – Check #27359 $7,633 – Zipdata.net 2 months of hosting services (July & August)
4. Other items reported	**Credit Card Review**: 09/28/26 - August Charges (09/05/2026 Closing) – $1,180.06 Target and Amazon for Giving Challenge Book Bag Buddy Supplies **Bank Reconciliations**: August 2026 are pending Board Treasurer review.
5. Items for the Board	**The following items were presented for consensus to move to the October 28, 2026 Board Meeting (via consent agenda) for approval**: • FY 26-27 SR Budget Proposal reflecting the 9.1.26 and 9.3.26 Notice of Award increase and Invoicing Adjustments from 8.5.26 and 9.16.26 • FY 26-27 SRPlus Budget Proposal (from the 9.1.26 Notice of Award) • FY 25-26-27 Disaster Relief Grant (DRG) Budget Proposal (9.1.26 Notice of Award) Committee members discussed the focus of the increased funding for the DRG; it was explained that the ELCFH was reaching out to providers regarding purchases/ reimbursement for the Creative Curriculum; one committee member stated agreement that this curriculum is excellent, though very comprehensive/ extensive. The online componenet was highlighted with a request to explore group training for providers for this initiative.

	The committee recommended approval at the 10.28.26 Board meeting of the three budget proposals as presented.
6. Open Forum	The Annual Audit and DEL Fiscal Monitor are currently in progress.
7.	The meeting adjourned at 9:32 AM

Consent Agenda 2.b: Quality Committee meeting minutes- October 15, 2026

Board Members Present: Susan Norris, Gail Werley, Leigh Ann Moccia, Ericka Brown, Nancy Ebrahimi-Driggers

Partners Present: Trena Miller, Billie-Jo Moretta, Susan Fleming, Maria Catillo, Jailene Soto,

Staff Members Present: Anne Brewer, Beth Mueller, Kelly Wertenbach, Tina Yates

Agenda Items	Item Overview	Comments/ Actions
1. Opening	The meeting opened at 9:00 AM. Introductions were made.	
2. Committee Discussion & Reccs to the ELCFH Board	**Quality Committee meeting minutes:** The 8.20.26 Quality Committee meeting minutes were presented and reviewed. Policies from the provider handbook that were recommended at the last Quality Committee meeting were approved at the Annual Board meeting in August. The updated handbook has been posted on the ELCFH website under the provider tab. **Contracted Provider meeting notes:** The 9.17.26 Contracted Provider meeting notes were reviewed; the reminders about not recording children on personal phones (confidentiality) and assuring the any provider advertisements much include license numbers was highlighted. **Provider Policy revisions:** Committee members were asked to review and provide a recommendation to the ELCFH Board for approval on ELCFH Provider Policy CP7 (Provider Sanctions). The update to the policy reflects a formal statement addressing suspension of enrollments for a provider who has been sanctioned and is at serious risk of not	

	having their contract renewed. Recent observation of teacher apathy with children and inability to tap into teachable moments was discussed, noting that it was especially challenging if the director also had nonunderstanding and inability to model this concept. Committee members asked for concrete requirements from the ELCFH regarding corrective action plans- such as visiting other provider sites, mandatory trainings and alignment with a mentor. The positive feedback from a progressive workshop event held some time was also discussed as a strategy for encouraging networking and understanding of best practices. <u>Committee members recommended Board approval of the policy statement addition to ELCFH Policy CP7 (Provider Sanctions) as presented.</u> **DCF Provider Handbook updates:** Updates to the provider handbook have been published and distributed; DCF has held provider meetings and also a meeting for ED in conjunction with DEL. Key updates focus on the Class 3 citations (now listed in provider reports as noncompliance until multiple of the same standard are cited). It was noted from the Policy CP7 discussion that the grid that summarized the DEL Health and Safety Handbook remained the same, pending any revision from DEL. **Hurricane Ian Relief Grant- next steps:** Approvals from DEL were given to broaden distribution of backpack shelter kits and facilitate additional round of COOP training (with recorded session from ChildCare Biz) to meet desired outcome of 50 providers certified. In addition, the ELCFH was granted approval to conduct a curriculum initiative in all four counties with focus on purchase or reimbursement of the Creative Curriculum. The committee engaged in discussion regarding the tasks involved in surveying provider needs regarding the curriculum and also ideas specific to teacher training. It was noted that purchasing the curriculum and teachers actually using it were two very different things.

	Flyers from Teaching Strategies were provided to show an example of the depth of the curriculum itself; topics/ themes are universal to all children- very inclusive.
3. Healthy Families	The Charlotte program provided the 1st quarter performance measures report (7.1.26 – 9.30.26), noting all performance measures showing as " met or exceeded ". The site is recently hired a new bilingual home visitor, however is experiencing a challenge with two (of four) home visitors going on maternity leave at the same time. The program noted two areas to focus on stemming from the recent Annual Service review- monitoring feedback of families to ultimately decline service and narrowing time for the window of needed outreach. The same report was reported for the Desoto/ Hardee Program, with the program stating they are doing well with only one item showing as not achieved (assessment completion). The program lost one home visitor position due to budget cuts, but otherwise are fully staffed.
4. Open Forum	Upcoming meetings were announced: • In-person Director meeting is scheduled for Thurs, Oct 22nd in Charlotte (6:30 PM) • ELCFH Board Meeting- Wed, Oct 28 at 9:30AM via ZOOM • Quality Committee ZOOM call: Thurs, Jan 14 @ 9AM • Celebrate Literacy Week (January 25-29, 2027): Theme is: *Wild About Reading: Together, Readers Rule the Sunshine State!* Infant/Toddler Book: *Brown Bear, Brown Bear, What Do You See?* by Bill Martin Jr. and Eric Carle; Preschool Book: *The Koala Who Could* by Rachel Bright
5. Adjourn	The meeting adjourned at 10:00 AM.

Consent Agenda 2.c Approve FY 26-27 SR Budget Modification- NOA increases/ invoicing adjustments

FY 26-27 SR Budget Proposal

9/1 & 9/3/26 Notice of Award Increase $25,273 (SR Revert and Reapp.) and Invoicing Adjusts 8/5 & 10/13/26

Prepared for 10/28/26 Board Meeting

		Approved FY 26-27 Budget	September NOA and Inv Adjusts	FY 26-27 Proposed SR Budget
Expenditures				
Admin Expenditures				
Other				
SR Administration	97BBA	583,244		583,244
SR Non Direct Services	97BBD	268,776		268,776
SR Program Eligibility	97BDE	783,715		783,715
SR Early Learning Assessment-Infant & Toddler	97IAS	43,336		43,336
SR Child Screening-Develop & Health-Int & Todd	97ICS	7,253		7,253
SR Quality Improvement - Infant and Toddler	97INT	46,436		46,436
SR Quality	97Q00	635,150		635,150
SR Early Learning Assessment 3 & >	97QAS	10,484		10,484
SR Child Screening - Developmental & Health	97QCS	7,996		7,996
SR Child Care Resource & Referral (CCR&R)	97QI4	7,284		7,284
SR Quality Improvement - Inclusion Services	97QIN	58,302		58,302
SR Quality VPK Pgm Assess-Child Care Shortfall	VCPSH	0		0
Total Admin Expenditures		2,451,975	0	2,451,975
Direct				
Other				
SR Transitional Child Care	97G00	18,407		18,407
SR Tanf Child Only	97GNW	244,988		244,988
SR Gold Seal Quality Care Shortfall	97GOV	0	20,669	20,669
Gold Seal Direct	97GSD	261,467		261,467
SR Economically Disadvantaged	97P00	8,323,742	(32,326)	8,291,415
SR At Risk	97R00	1,287,861		1,287,861
Quality Perf Incentive Diff Child Assess Shortfall	QPICS	0		0
Quality Perf Incentive Diff Child Assessment	QPICQ	19,809		19,809
Quality Perf Incentive Differentials Shortfall	QPIPS	0	32,299	32,299
Quality Performance Incentive Differentials	QPIPQ	250,962		250,962
Special Needs Quality Differential Shortfall	SPCRS	0	283	283
Special Needs Quality Differential	SPCRQ	3,345	4,348	7,693
SR Match Program	SRMAT	134,873		134,873
SR Registration Fees	SRREG	52,107		52,107
Total Direct		10,597,561	25,273	10,622,834
Total Expenditures		13,049,536		13,074,809

Consent Agenda 2.d Approve FY 26-27 SR Plus Budget- 9.1.26 NOA

FY 26-27 SRPlus Budget Proposal
9/1/26 Notice of Award - $102,669 & 10/15/26 Invoicing Adjustments
Prepared for 10/28/26 Board Meeting

		FY 26-27 Budget Proposal	10/15/26 Invoice Adjustments	FY 26-27 Proposed SRPlus Budget
Expenditures				
Admin Expenditures				
SR Plus Admin	SRPAD	5,133		5,133
Total Admin Expenditures		5,133		5,133
Direct				
SR Plus Registration Fees	SPREG	450		450
SR Plus Child Assessment	SRPCA	1,028		1,028
SR Plus Direct Services	SRPDS	83,986	(3,700)	80,286
SR Plus Gold Seal	SRPGS	5,486	2,500	7,986
SR Plus Quality	SRPQP	6,586	1,200	7,786
Total Direct		97,536	0	97,536
Total Expenditures		102,669		102,669

Consent Agenda 2.e Approve FY 26-27 Disaster Relief Grant Budget- 9.1.26 NOA

FY 26-27 Disaster Relief Grant (DRG) Budget Proposal

9/1/26 Notice of Award - $3,082,483

		FY 26-27 DRG Budget Proposal
Expenditures		
Admin Expenditures		
Other		
DRG Administration	97BBA	154,124
DRG Other Child Care Supply Building	97INT	100,491
DRG Materials, Supplies, Equipment	97Q00	780,000
DRG Quality - Curriculum	97QCR	2,007,104
DRG Professional Development	97QPD	40,764
Total Expenditures		3,082,483

Consent Agenda 2.f Accept Charlotte County BOCC funding through United Way Charlote County- funding award approved/ agreement signed on October 5, 2026

UNITED WAY Charlotte County 60 Years

August 4, 2026

Anne Brewer
Early Learning Coalition of Florida's Heartland, Inc.
18501 Murdock Circle
Port Charlotte, Florida 33948

Dear Anne Brewer,

On behalf of United Way Charlotte County, I am pleased to inform you that your program, **Financial Aid for Childcare services for Economically Disadvantaged Charlotte County children**, has been recommended to receive a Year One funding award in the amount of **$76,190** through the 2026–2028 Community Investment funding cycle.

IMPORTANT FUNDING NOTICE

This recommendation is for Year One only (October 1, 2026 – September 30, 2027). While the Community Investment funding cycle spans two years, funding for Year Two cannot be guaranteed due to the uncertainty surrounding future funding from the Charlotte County Board of County Commissioners (BOCC).

Any consideration for Year Two funding will depend on continued BOCC funding, program performance, compliance with grant requirements, and future funding decisions.

Congratulations! This recommendation reflects the strength of your application and the meaningful impact your organization has on Charlotte County. This year's Community Investment process was highly competitive, with funding requests significantly exceeding the dollars available for investment. Funding recommendations were based on program outcomes, community impact, alignment with United Way Charlotte County's priority areas, organizational capacity, financial health, stewardship of resources, and the overall funding request to ensure the greatest possible impact for our community.

This recommendation remains contingent upon final approval by the Charlotte County Board of County Commissioners (BOCC) and United Way Charlotte County's receipt of the BOCC Community Investment funds. The award will become final only after both conditions have been met.

Following final approval and receipt of funds, your organization will receive a grant agreement outlining the award amount, reporting requirements, funding terms, and payment schedule. Funding distributions will be made in accordance with the executed agreement.

Enclosed is your Grant Review Scores & Feedback Summary, which provides a consolidated overview of your panel evaluation, including scores and feedback from your Letter of Intent, application, presentation, and site visit. We hope this summary provides meaningful feedback that helps celebrate your organization's strengths while also identifying opportunities for continued growth. Our goal is to provide transparent, constructive feedback that supports the ongoing success of our community partners and strengthens future funding requests.

If your organization wishes to appeal the recommended funding amount or funding decision, information regarding the appeal process, eligibility requirements, and applicable deadlines is enclosed with this letter.

Thank you for your continued partnership and your commitment to improving the lives of Charlotte County residents. We look forward to working with you throughout the upcoming funding year.

Sincerely,

Angie Matthiessen
CEO, United Way Charlotte County

ELCFH Board Meeting

Finance
and Utilization Report
October 28, 2026

Agenda Item 3.a: FY 25-26 Utilization Review

FY 25-26 Summary

School Readiness FY 25-26

FY 25-26 School Readiness Direct Services Expenditures incl. Match

Minimum Required - 78%

Total SR Expenditures	Total Spent on Direct Services Including Match	Direct Services %
12,332,731	10,133,269	82.2%

Coalition operating expenditures at 100% of FY (NOA Restriction 22%)	
SR-Coalition Admin. (max 5% of YTD total expenditures)	4.2%
SR-Early Care & Education, Eligibility/Non-Direct (max 17% of YTD Expenditures)	13.6%
	17.8%

	Charlotte	DeSoto	Hardee	Highlands	Coalition Totals	Overall %
Salaries and Operating	1,017,122	205,507	197,681	770,281	2,190,590	17.8%
Direct Services*	4,848,143	948,603	919,640	3,280,105	9,996,490	81.1%
Direct Services Match	69,658	0	45,118	22,003	136,779	1.1%
Other Local Revenue	1,622	5,000	0	2,250	8,872	0.1%
Total Expenditures	**5,936,545**	**1,159,109**	**1,162,438**	**4,074,639**	**12,332,732**	**100.0%**

Quality Performance Differentials FY 25-26

	Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
SR Differentials	216,462	39,153	46,498	156,251	458,364
Total Expenditures	**216,462**	**39,153**	**46,498**	**156,251**	**458,364**

SR Plus FY 25-26

	Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
SR Plus Expenditures	12,940	0	16,390	9,632	38,962
Total Expenditures	**12,940**	**0**	**16,390**	**9,632**	**38,962**

VPK FY 25-26

	Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
Salaries and Operating	80,456	19,408	16,305	61,094	177,263
Direct Services	2,290,292	528,121	301,315	1,078,330	4,198,057
Total Expenditures	**2,370,748**	**547,529**	**317,620**	**1,139,423**	**4,375,320**
Administration (max 5.0%)	3.5%	3.7%	5.4%	5.7%	**4.2%**

Total VPK Administration spent all counties (5% max): 4.2%

VPK Program Assessment FY 25-26

	Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
VPK Program Assessment	27,600	5,980	5,060	11,500	50,140
Total Expenditures	**27,600**	**5,980**	**5,060**	**11,500**	**50,140**

Hurricane Impact Disaster Grant (DRG) FY 25-26

	Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
Salaries and Operating	7,483	1,604	1,565	5,991	16,643
DRG Mental Health	52,904	3,511	3,292	10,946	70,654
DRG Quality	25,628	0	0	0	25,628
DRG Professional Development	27,750	4,450	4,100	13,700	50,000
Total Expenditures	113,766	9,565	8,958	30,636	162,925

Agenda Item 3.b: SR/ VPK Utilization Report

School Readiness FY 26-27

September 2026 School Readiness YTD Expenditures

% Spent at 25.0% of FY	Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
Salaries and Operating	20.7%	21.7%	20.4%	20.8%	20.8%
Direct Services	27.8%	27.5%	23.5%	23.8%	26.0%
Including Match	28.0%	27.5%	24.1%	23.9%	26.2%
Total Expenditures w/match	26.7%	26.4%	23.4%	23.3%	25.2%

Actual Including Match (Not from DEL WB due to R&R)	NOA Restrictions	YTD of total Exp
Direct Services Minimum	78.0%	84.2%
Non-Direct Services Maximum (includes Admin)	22.0%	15.8%
	100.0%	100.0%

Total SR Administration Spent all counties (max 5%): 3.5%

Spetember 2026 SR Child Count

Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
660	197	153	458	1468

August 2026 SR Child Count

Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
681	191	163	499	1534

VPK FY 26-27

September 2026 VPK YTD Expenditures

% Spent at 25.0% of FY	Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
Direct Services	17.9%	19.9%	35.5%	15.9%	18.1%
Total Expenditures	17.8%	19.7%	34.6%	16.3%	18.8%
Administration (max 5%)	4.1%	4.1%	3.3%	7.9%	4.8%

Total VPK Administration Spent all counties (max 5%): 4.8%

September 2026 VPK Child Count

Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
809	160	150	367	1486

August 2026 VPK Child Count

Charlotte	DeSoto	Hardee	Highlands	Coalition Totals
751	151	97	341	1340

FY 26-27 September 2026 Data

	Charlotte		DeSoto		Hardee		Highlands		Coalition Total	
	Current	Prior	Current	Prior	Current	Prior	Current	Prior	Current	Prior
SR Children Served	660	681	197	191	153	163	458	499	1,468	1,534
Wait List Total as of 10/1/2026	0	0	0	0	0	0	0	0	0	0
SR Providers	48	48	10	10	9	9	18	18	85	85
VPK Children	809	751	160	151	150	97	367	341	1,486	1,340
VPK Providers	33	33	6	6	7	7	17	17	63	63

Wait List Pull Data	WL Invite	WL Due	Mailed	Eligible	Ineligible	No Resp	Total	% Eligible
WL Pull #4 FY 26-27	7/30/26	8/29/26	107	44	12	51	107	41.1%
WL Pull #5 FY 26-27	8/14/26	9/13/26	122	34	28	60	122	27.9%
WL Pull #6 FY 26-27	8/31/26	9/30/26	90	18	23	38	79	20.0%
WL Pull #7 FY 26-27	9/15/26	10/14/26	63	15	0	0	15	23.8%
WL Pull #8 FY 26-27	9/30/26	10/30/26	62	0	0	0	0	0.0%

As of 10/1/2026

Eligible - not enrolled		0-5	SCH
Charlotte	146	59	87
DeSoto	35	17	18
Hardee	31	6	25
Highlands	157	47	110
Total	369	129	240

School Readiness OCA	Description	Number of Children Served Currently
BG1	At risk and foster care children	150
BG3	TANF eligible (Temporary Assistance to Needy Families)	8
BG3R	Relative TANF families (long term)	25
BG3W/BG5	Transitional (families who are moving out of scholarship services)	2
BG8	Working Poor (largest served category)	1,282
Total	Total unduplicated invoiced children for the current month	1,468
	YTD billed unduplicated child count (July 1 - September 30, 2026)	1,750

Agenda Item 3.d: Direct Services and Programmatic Match Report

September 2026

FY 26-27 Direct Services Match Report - $55,669

CCBOCC - Charlotte County Board of County Commissioners Total for FY 25-26 $72,548 awarded for 10/01/25 through 09/30/26 - $18,137 carry forward FY 26-27

Remaining Balance - $0

HAUW - United Way of Central Florida-Hardee - $50,000 Awarded for January 26 thru December 2026 - $25,032 carried forward FY 26-27

Remaining Balance - $12,547

HIUW - United Way of Central Florida-Highlands - $25,000 Awarded for January 2026 thru December 26 - $12,500 Carried forward FY 26-27

Remaining Balance - $6,233

FY 26-27 Program Match - Quality Activities - $7,445

CCPGM - Memorial Donations Ron Mills & Paypal Donation - Charlotte - Awarded $276

Remaining Balance - $276

COPPERF - Copperfish Books - Book Drive $514 in Books

DCUW - United Way of Suncoast County-DeSoto - Awarded $3,000

Remaining Balance - $3,000

GP36 - 2026 Giving Challenge Awarded $2,405
Charlotte Awarded $1,684 and DeSoto $722

Remaining Balance - $0

KIWANIS - Kiwanis Club of Port Charlotte Awarded $1,250

Remaining Balance - $994

ELCFH Board Meeting

Action Items-
Policy Revisions
October 28, 2026

Action Item 4.a- ELCFH Policy CP7- Provider Sanctions

CP7: School Readiness Provider Contractual Sanctions- ***Supporting Providers through Corrective Notices and Corrective Action Plans:*** The ELCFH will impose contractual sanctions as mandated by the most current Division of Early Learning Health and Safety handbook.

References: SR and VPK Provider Contracts DEL Health and Safety Handbook; ELCFH Policy CP7- Health and Safety (VPK- 1002.55(3)(a)F.S.; SR- 1002.88(1)(a),F.S.); 6M-4; 6M-8; ***Form DEL-SR 6200A (September 2023)***

Progressive enforcement reflects a 24-month period unless otherwise noted.

Class I citations	Class II citations	Class III citations
Technical Assistance- not an option for Class I citation	**1 citation =** technical assistance	**1 or 2 citations =** technical assistance
Corrective Action Plan (CAP)- not an option for Class I citation	**Corrective Action Plan (CAP) must be applied for:** • 2 of the same citation, OR • 4+ different Class II within the contract year	**Corrective Action Plan (CAP) must be applied for:** • 3 or 4 of the same citation, OR • 6+ different Class III within the contract year
6 month probation must be applied for: • 1 or 2 Class I citations	**6 month probation must be applied for:** • 3 of the same citation, OR • failure to comply with CAP, OR • 5+ different Class II citations within the contract year	**6 month probation must be applied for:** • 6 or 7 of the same citation, OR • failure to comply with CAP
Subsequent citations for same Class I: contract must be reviewed for termination. **ELCFH may refuse to contract or revoke the provider's SR eligibility due to Class I citation**	**Contract Termination must be considered for:** • Subsequent citations of the same Class II, OR • 6+ different Class II citations, OR • failure to comply with probation	**Contract Termination must be considered for:** • Subsequent citations of the same Class III, OR • failure to comply with probation

Early Learning Coalitions are required to notify providers of issues requiring sanction, which includes the following for SR providers:

- Accumulation of DCF citations- different standards- within the contract year
- Accumulation of DCF citations- same standards- within a 24-month period
- Class I citation
- Other contractual issues such as non-completion of ASQs; CLASS score not meeting required threshold; breach of confidentiality, etc.

Reasons why a VPK provider would need a contractual notice (sanction) include:

- Class I citation
- Contractual issue as listed above- CLASS score, confidentiality, Progress Monitoring non-compliance, etc.

A provider on DCF probation or suspension is not allowed to deliver the SR or VPK Program. DCF probation/ suspension is typically applied when the provider is cited for the same standard repeatedly (VPK- 1002.55(3)(a)F.S.; SR- 1002.88(1)(a),F.S.). In these instances, the ELCFH will work with the provider to notify impacted families as applicable, and to support the provider in working with DCF to address the issues causing the sanction.

The ELCFH reviews all SR/VPK contracted provider DCF inspection reports monthly. Citations are listed on a tracking grid by provider, and then reviewed for needed sanction notification:

- If a provider is at risk for an ELCFH sanction, the ELCFH will attempt to notify the provider of the risk. Ultimately, it is the provider's responsibility to be aware of their own citations and possible risk to the SR / VPK contract.

- If a provider is required to go on corrective action with the ELCFH, they will receive the following:
    - A letter explaining the issue leading to the sanction, the applied sanction and duration, and next steps for the provider. The letter will include information on *Due Process* as required.
    - The ELCFH may include mandatory activities listed in the letter such as attendance at the next Child Care Business Network (CCBN) series and engagement with an assigned provider mentor.
    - A corrective action plan template specific to the contractual noncompliance will be issued. The provider will be required to complete the form explaining how the noncompliance will be corrected and maintained.
    - The corrective action plan must be accepted by the ELCFH, and then maintained/ upheld by the provider site. Maintenance will be tracked through further DCF visits

and/or ELCFH contract monitors, including on-site ELCFH CDE technical assistance visits.
    - At any time during this process, the ELCFH may meet with the provider to support, plan and answer questions. This may be at the ELCFH office or at the provider site.

- The ELCFH reports current sanctions to the ELCFH Quality Committee in the prescribed format.

The ELCFH reserves the right to suspend new enrollments of children funded through the School Readiness Program at any time during the sanctioning process.

A provider risks ineligibility to contract effective in the current and/or following fiscal year for the following reasons:

- Unable or unwilling to comply with the provider created/ ELCFH approved corrective action plan as evidence by DCF inspections and/ or ELCFH contract monitors.
- Being placed on DCF licensing probation/ suspension or denied a license.

This process is designed to give the provider room to correct an issue with DCF. In doing so, the provider should establish strong health and safety maintenance practices before re-engaging contractually with the ELCFH. The provider must complete the following in order to be eligible to re-contract:

- Fully complete terms of DCF imposed probation/ suspension (if applicable)
- Address all non-compliance issues cited by DCF, establish policies & procedures for on-going maintenance, and make adherence a daily and automatic habit.
- Receive a DCF Routine or Renewal inspection report with children present, and all standards monitored and marked compliant.

Related Forms:

- Class I Citation Review- Evaluation Matrix
- Provider CAP Form- Class I citations
- Provider CAP Form- Health & Safety (DCF) template
- Provider CAP Form- specific SR/ VPK contract issues

Action Item 4.b- ELCFH Policy SR/VPK9- Provider Contract Monitoring

ELCFH PROVIDER SERVICES

SR/VPK 9 Contracted Provider Monitoring	**Subject:** *Oversight and Monitoring of Contracted Childcare Provider Programs*	**Effective date**	*12.14.22; 5.27.26*
		Last revision	*10.28.26*
		SR Plan Section	*II.B*
	Authority Reference: *Parts V and VI of Chapter 1002, F.S. Chapter 6M-8, F.A.C., Form DEL-SR 20M, Statewide School Readiness Provider Contract Monitoring Tool (Rule 6M-4.630, F.A.C.) Rules 6M-8.620, 6M-8.621, 6M-8.622, F.A.C. 6M-8.700, F.A.C ; DEL Program Guidance 530.05 – Statewide Provider Contract Monitoring Tool for the VPK Education Program.*		

I. PURPOSE:

The ELCFH contracts with childcare providers for the School Readiness (SR) and Voluntary Prekindergarten (VPK) programs. Contract monitors are conducted annually to verify that all elements of the contracts are met.

II. POLICY AND PROCEDURE:

Oversight and Monitoring of Contracted Childcare Providers

Contract monitors are conducted through a combination of desk reviews and site visits. All SR contracted providers are monitored for Tier I compliance using a locally developed tracking log that includes the following items:

1. Date of certified School Readiness Contract
2. Date of review of Department of Children and Families (DCF) exemption determination letter to ensure provider is eligible to provide the School Readiness Program, if applicable
3. Date of completion of most recent Health and Safety Inspection
4. Date of Program Assessment completion in accordance with Rules 6M-4.740, FAC.
5. Date of completion of Quality Improvement Plan Elements (if applicable)
6. Conducting Developmental Screenings (if applicable) in accordance with Rule 6M-4.720, FAC.
7. Date of completion of orientation
8. Date of completion of Child Assessments (if applicable)
9. Date of approval of annual CCR&R Provider Updates
10. Date of review for completion of monthly enrollment/attendance certifications for post attendance monitoring.
11. Dates of expiration of liability insurance coverage.

12. An e-Verification affidavit was completed.
13. Date of review of DCF's CARES system to verify continuation of provider Gold Seal designation to ensure a provider is eligible for the Gold Seal differential.

ELCFH utilizes a stratified sampling process to ensure SR Tier 2 and VPK monitor random samples include representation of all provider types, counties and all providers with an active Corrective Action Plan (CAP), Improvement Plan, Technical Assistance Plan or was identified as high risk during the previous fiscal year.

SR Tier 2 compliance monitors are conducted utilizing the DEL-SR 20M SR Contract Monitoring Tool, which includes minimum sample size based on the final count of SR funded providers for the current fiscal year. A provider will be considered high risk if there are 8 or more total findings, or if 15% or more in the sample result in questioned costs.

VPK monitors are conducted utilizing the VPK Provider Monitoring Tool, which includes minimum sample size based on the total number of VPK funded providers for the current fiscal year.

Technical Assistance and Corrective Action Plans

All noncompliance observations require correction regardless of the error rate. ELCFH staff will notify the provider as issues of noncompliance are identified and provide technical assistance. If the error rate is 10% or higher, provider will be notified in writing that a CAP needs to be developed and implemented by the provider. ELCFH staff will continue to monitor and provide technical assistance until provider completes the CAP.

A copy of all monitoring reports, corrective action plans, and related correspondence will be maintained on file for five fiscal years.

ELCFH Board Meeting

Agency Report
October 28, 2026

ELCFH Agency Report
Prepared by: Anne Brewer, Executive Director
Date: October 28, 2026

Below are the most recent agency updates. Regarding the audit/ review/ monitor work- the ELCFH regularly engages in review activities that are both mandated and best practices to assure that all ELCFH functions are held to the highest degree possible pursuant to federal and state law.

a. **ELC Miami Dade Monroe-** developed a presentation that explains how the ELC system in Florida exists as quasi-governmental non-profits. The presentation explains the role of the Board and the overall nature of the work of ELCs.

   A few highlights: While ELCs are incorporated as nonprofits, they have very real differences when compared to traditional non-profits. ELCs are:
   - created by the Legislature
   - governed extensively by statute
   - funded primarily with public (state and federal) dollars
   - subject to significant governmental oversight
   - and are entrusted with carrying out public responsibilities on behalf of the State.
   - Board provides statutory governance rather than a traditional non-profit Board
     - Traditional Non-profit Board would serve to fundraise and have local discretion on programs
     - Traditional non-profit typically has a **Give and Get Board** policy that requires every member of the board of directors to make a personal financial contribution (give) and actively secure external donations or sponsorships (get)

b. **DEL ELC Fraud Risk Assessment (October 2026):** all ELCs were directed by DEL to work with a Tallahassee based review entity to submit documentation to demonstrate how each ELC is prepared to address and prevent fraudulent activity with state and federal funds. The review consisted of a close look at how client eligibility is determined and cases maintained, how the ELC conducts monitoring activity of provider contracts, and submission of relevant business contact for all Board members and staff.

c. **DEL ELC IT Risk Assessment (August 2026):** Similarly, all ELCs were also directed by DEL to work with a Tallahassee based entity to respond to a comprehensive IT questionnaire. This was completed by the IT Network group contracted with the ELCFH- Zipdata.Net. Areas reviewed included Asset Management, Data Security, and identification of possible vulnerabilities.

d. Krizner Group- HR Audit (August 2026): This is not mandatory but helps the ELCFH stay aligned with required HR policy. The Administrative Committee will review the report and auditor recommendations so next steps can be brought forward for Board review and action.

e. **United Way of Central Florida for Highlands and Hardee Counties (September, October 2026):** site visits were conducted during the last week of September with a focus on funding for direct services/ match funding. The site visits serve as part of the application and review process for these local funds, as well as an opportunity to further the partnership between United Way and the ELCFH. The presentation for this round highlighted the ELCFH Definition of School Readiness position statement which helped to support developmentally appropriate practices in contracted SR Programs.

f. **Hurricane Ian- Disaster Relief Grant update:** with additional awarded funds, the ELCFH is facilitating a curriculum grant for both reimbursement and/or purchase of the Creative Curriculum (Teaching Strategies).

g. **FY 25-26 Annual Report** has been posted on the ELCFH website homepage and blasted.