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ELCFH Quality Committee Meeting
Thursday, October 15, 2026 at 9:00 AM via ZOOM

Zoom meeting link: <https://us02web.zoom.us/j/81878177839?pwd=FsYGdmNaOCbTKvbbzLg2Rwv1wF4xlx.1>

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Agenda Item	Content
Opening	Welcome and Introductions- <i>Susan Norris, Committee Chair</i>
Discussion & Recommendations p.2-3 p.4-5 p.6-8 p.9-11	Items for Committee discussion/ recommendations to the Board are: 1. Review 8.20.26- Quality Comm meeting minutes and 2. 9.17.26 Contracted Provider call notes 3. Provider Policy: CP7- Provider Sanctions 4. DCF Provider Handbook updates 5. Hurricane Ian Relief Grant- Curriculum and training initiative- Teaching Strategies/ Creative Curriculum
Healthy Families p.12-13	Updates from the Healthy Families Charlotte and DeSoto/ Hardee Programs - <i>Trena Miller and Maria Magowan</i>
Open Forum	Other items for discussion? • ELCFH Board Meeting- Wed, Oct 28 at 9:30AM via ZOOM • Quality Committee ZOOM call: Thurs, Jan 14 @ 9AM
Adjourn	

Item 1: Quality Committee (ZOOM) Mtng Minutes- August 20, 2026

Board Members Present: Susan Norris, Rick Pucci, Gail Werley, Leigh Ann Moccia, Ericka Brown

Partners Present: Kendra Stamp, Trena Miller, Billie-Jo Moretta, Susan Fleming,
Altagracia Lajara, Janice Houchins,

Staff Members Present: Anne Brewer, Beth Mueller, Janet Lane, Pam Hillestad, Kelly Wertenbach

Agenda Items	Item Overview	Comments/ Actions
1. Opening	The meeting opened at 9:00 AM. Introductions were made. The 5.21.26 Quality Committee meeting minutes were presented and reviewed.	
2. Committee Discussion & Reccs to the ELCFH Board	Review- 5.21.26- Quality Comm meeting minutes: The 5.21.26 Quality Committee meeting minutes were presented and reviewed. It was noted that Provider Handbook Policy CP14 had been approved by the Board at the May 27th Board meeting and was being utilized as a review point during initial visits for FY 26-27 with contracted providers. Faith-based Provider Representative: <i>Ericka Brown, DeSoto County</i>- has been elected as the new representative/ Board member and is slated to be approved at the August 26th Board meeting. Provider Policy revisions: Committee members were asked to review and make recommendations to the ELCFH Board for approval. All of the policies are existing and were in need of updating due to changes in Florida Rule: CP1- Contracting, Program Assessment: language specific to requirements for minimum threshold for contracting was clarified and unneed language deleted; new language regarding orientation requirements was added. CP3- Child Screening: updates were applied to the number of days for parent completion. ELCFH notification emails to the provider language was added. Further clarification was needed regarding the number of days providers have to complete the screenings as applicable. CP4- Provider Specials Needs Rate: updates regarding training requirements for the special needs rate was added. <u>Committee members recommended Board approval of all three policies with updates noted as discussed.</u> Hurricane Ian Relief Grant- next steps: Areas of current discussion and application revision (as required) were to broaden distribution of backpack shelter kits, Broaden scope of Provider Grants (Charlotte, DeSoto, Hardee); and Facilitate additional round of COOP training (with	

	recorded session from ChildCare Biz) to meet desired outcome of 50 providers certified. The committee was in favor of broadening the backpacks to emergency shelters in the service area.
Discussion Items	Provider Sanctions- An overview of applied provider sanctions was provided. Some providers are struggling with maintaining health and safety standards per the DCF childcare licensing requirements. The ELCFH stance is to support providers and help them to move toward good habits that will assure compliant DCF reports. Provider Event is scheduled for February 27, 2027 and will be held in Arcadia. Devereux has been contracted to facilitate the training day with the focus on FLIP-IT/Challenging Behaviors training. The event will serve as the launch to the FLIP-IT/Challenging Behaviors bundles and will be followed by virtual session specific to teachers and other sessions specific to non-teaching staff/ parents. Book Bag Buddies update: The ELCFH received \$2400 from the April 2026 Giving Challenge, all of which is being applied to the ELCFH Book Bag Buddies Program. Additionally, The Cape Haze/ Engle Kiwanis provided a donation to support Book Bag Buddies in Charlotte County. This program supports outreach to SR funded children who are either entered foster care or who have endured some kind of trauma. Additional funding may be coming from a new local partner. DEL Updates – VPK: agenda notes from the 8.12.26 DEL Statewide VPK Program Administrator Meeting were provided. Noted included info on Emergency Literacy training requirements/ micro-credential, back-to-school reminders, New Worlds Reading initiative, and DCF Transcript updating. The committee engaged in discussion specific to requirement for emergent literacy requirement. It was suggested that providers refresh their transcripts annually in their staff files to assure they have the most current information on record.
3. Healthy Families	The Charlotte program provided the 4 th quarter performance measures report (4.1.26 – 6.30.26), noting all measure performance showing as “ met or exceeded “ with the exception of one item, which had to do with non-responsiveness of a family. The site is currently recruiting for a new bilingual home visitor. Similar results were reported for the Desoto/ Hardee Program.
4. Open Forum	The HIPPY Home visitation program requested information on events to help recruit new families. Flyers can be made available either as a hard copy or electronically.
5. Adjourn	The meeting adjourned at 10:01 AM.

Item 2: Contracted Provider Call Notes- September 17, 2026

The ZOOM call opened at 6:00 PM

- Current Provider Representatives- 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!

Item 3: ELCFH Provider Handbook- Policy Updates

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 <u>within the contract year</u>	Corrective Action Plan (CAP) must be applied for: 3 or 4 of the same citation, OR 6+ different Class III <u>within the contract year</u>
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 <u>within the contract year</u>	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

Item 5: Hurricane Ian Disaster Funding- Implementation Phases

Funding Timeline: FY 26-27

Grant Scope as related to Hurricane Ian impact: *Materials, Supplies, Furnishings, and Equipment (MSFE); Child Care Supply Building (CCS); Mental Health Consultation or Services (MH); Quality Improvement Activities (QI)*

PHASE 2: June – December, 2026

- (MSFE) **Childcare Development & Supply Building:** Hurricane Ian related reimbursement/development for turf, shade, fencing, and large playground equipment etc. (Charlotte, DeSoto, Hardee)
- (QI) Discovery Source **Weathering the Storm** curriculum and training
- Activities approved by DEL for FY 26-27:
 - Broaden distribution of backpack shelter kits
 - Broaden scope of Provider Grants (Charlotte, DeSoto, Hardee)
 - Facilitate additional round of COOP training (with recorded session from ChildCare Biz) to meet desired outcome of 50 providers certified

PHASE 3: January – June 2027

- (MH) Provider In-person Event- Devereux training- **FLIP-IT/ Challenging Behaviors** training (February, 2027) – *will serve as the launch to the FLIP-IT/ Challenging Behaviors bundles.*
- (MH) Provider Virtual Devereux Trainings:
 - Two virtual sessions:** specific to the bundle launch (dates pending) AND
 - Six virtual sessions:** specific to **Strengthening Future Resilience Disaster Preparedness for Early Learning Settings-** (dates pending)

PHASE 4: DATES TBD- but will be during FY 26-27: (QI) Curriculum and training initiative- Creative Curriculum (Teaching Strategies- sole source)

- Current survey to providers to ascertain need vs providers who would benefit from reimbursement
- Curriculum packages offered: Infant, Toddlers, Twos, Preschool, PreK, and FCC
- Virtual training included; the ELCFH would mandate several ours work of training and in specific topics.
- Hardcopy and digital packages available

Creative Curriculum- Sample Flyer:



The Creative Curriculum® for Preschool

Seriously Playful. Easy to Use.

Unlock every child's potential with the #1 research and play-based preschool curriculum, reimagined with exciting new studies and teacher guidance at every step.



- **Play-Based:** Spark curiosity, creativity, and critical thinking with hands-on studies for children ages 3 to 5.
- **Whole-Child:** Ensure children develop skills that prepare them for school and life, including language and literacy, math, and social-emotional.
- **Teacher-Friendly:** Save teachers time with intuitive print and digital tools, plus new tips and videos for in-the-moment guidance.
- **Family-Focused:** Share messages, family letters, and classroom resources to create a deep connection between home and school.

Small Group Mathematics

Embedded tips and teaching videos

Small Group
Language & Literacy

What is a study?
Studies are in-depth, project-based investigations of topics that children can relate to and find interesting (each study is 4 weeks in length).

What's Included

Designed by the leader in early childhood education to reimagine preschool with all-new resources and groundbreaking tools that streamline planning, teaching, family engagement, and more



Print and Digital Components

- Curriculum Guide
- Getting Started Checklist
- 9 Teaching Guides (*The First Six Weeks: Building Your Classroom Community*, *Blocks*, *The Human Body*, *Weather*, *Brushes*, *Plants*, *Tools*, *Restaurants*, *The End of the Year*)
- 262 Intentional Teaching Experiences (bilingual)
- 100 Mighty Minutes®
- 44 Titles in Children's Book Collection (44 print, over 200 in The Cloud Digital Children's Library)
- 44 Book Discussion Cards™
- 12 Read-Aloud Strategy Cards
- 128 Photo Cards (bilingual)
- 20 Numeral Cards (bilingual)
- 52 Letter Cards (uppercase & lowercase)
- 7 Foundation Volumes (digital only)
- Printable Resources for each study (digital only)
- Preschool Foundation Checklist (digital only)
- Letters to Families for each study

The Creative Curriculum® Cloud

Access a digital platform that includes

- a library of the print resources in both English and Spanish;
- two-way communication and multimedia playlists to share with families;
- a Digital Children's Library with over 120 book titles;
- a dedicated onboarding program with a dedicated coach;
- ongoing professional development, including 400 hours of CEU-bearing courses and content; and
- a professional learning community of over 100K educators.

Healthy Families Updates

HEALTHY FAMILIES CHARLOTTE Performance Measures (Quarterly) (7/1/2026 - 9/30/2026)

Performance Measure	Percentage Achieved
Eighty (80) percent of all families will enroll in the program prenatally or within the first three months after the birth of the focus child.	N/D = 9/9 = 100%
Ninety (90) percent of families are assessed within 30 days of enrollment.	N/D = 12/12 = 100%
Eighty (80) percent of participants that enroll prenatally will have the Edinburgh Postnatal Depression Scale (EPDS) administered to them at least once prenatally.	N/D = 7/7 = 100%
Eighty (80) percent of participants will have the EPDS administered to them within the designated time period after the birth of the focus child.	N/D = 18/19 = 95%
Eighty (80) percent of participants will have the EPDS administered to them within the designated time period for any subsequent pregnancies.	Indeterminate
Ninety (90) percent of participants will be administered the CHEERS Check-In (CCI) Tool according to schedule.	N/D = 61/62 = 98%
Eighty-five (85) percent of participants will have the baseline HFPI administered to them within the designated time period.	N/D = 17/18 = 94%
Eighty-five (85) percent of participants will have the subsequent interval of the HFPI administered to them according to the designated intervals for the tool.	N/D = 12/13 = 92%
Eighty-five (85) percent of participants who were low on one or more HFPI subscales will improve on at least one of the low subscales from baseline to six months.	N/D = 3/3 = 100%
Ninety (90) percent of families will develop a Family Goal Plan with their home visitor within the first 90 days of enrollment.	N/D = 19/19 = 100%
Eighty (80) percent of primary participants that close on level three, level four or complete the program will have improved or maintained self-sufficiency while enrolled in the program.	N/D = 3/3 = 100%
Ninety (90) percent of focus children will receive age appropriate developmental screenings according to schedule using the Ages and Stages Questionnaire, Third Edition (ASQ-3).	N/D = 38/41 = 93%
Ninety (90) percent of focus children will receive age appropriate social-emotional screenings according to schedule using the Ages and Stages Questionnaire: Social Emotional, Second Edition (ASQ:SE-2).	N/D = 28/28 = 100%
Ninety (90) percent of focus children enrolled in the site six months or longer will be linked to a medical provider.	N/D = 33/33 = 100%
Ninety (90) percent of primary participants enrolled in the site six months or longer will be linked to a medical provider.	N/D = 33/33 = 100%
Eighty (80) percent of focus children will be up-to-date with immunizations at 24 months of age.	N/D = 1/1 = 100%
Eighty-five (85) percent of focus children will be up-to-date with well-child checks at 24 months of age.	N/D = 1/1 = 100%
Eighty-five (85) percent of focus children over 24 months old will have the most recent well-child checks according to the schedule.	N/D = 4/4 = 100%
Eighty (80) percent of mothers enrolled in the project will not have a subsequent pregnancy within two years of the focus child's birth.	N/D = 74/74 = 100%
Seventy-five (75) percent of participants will have received at least seventy-five (75) percent of home visits according to the participant level.	N/D = 62/69 = 90%

Note: N = numerator D = denominator A result of Indeterminate means the denominator (D) value is 0. Bold numbers met goals.

HEALTHY FAMILIES DESOTO/HARDEE
Performance Measures (Quarterly)
(7/1/2026 - 9/30/2026)

Performance Measures	Percentage Achieved
Eighty (80) percent of all families will enroll in the program prenatally or within the first three months after the birth of the focus child.	N/D = 6/6 = 100%
Ninety (90) percent of families are assessed within 30 days of enrollment.	N/D = 1/2 = 50%
Eighty (80) percent of participants that enroll prenatally will have the Edinburgh Postnatal Depression Scale (EPDS) administered to them at least once prenatally.	N/D = 2/2 = 100%
Eighty (80) percent of participants will have the EPDS administered to them within the designated time period after the birth of the focus child.	N/D = 8/8 = 100%
Eighty (80) percent of participants will have the EPDS administered to them within the designated time period for any subsequent pregnancies.	N/D = 1/1 = 100%
Ninety (90) percent of participants will be administered the CHEERS Check-In (CCI) Tool according to schedule.	N/D = 32/32 = 100%
Eighty-five (85) percent of participants will have the baseline HFPI administered to them within the designated time period.	N/D = 6/6 = 100%
Eighty-five (85) percent of participants will have the subsequent interval of the HFPI administered to them according to the designated intervals for the tool.	N/D = 4/4 = 100%
Eighty-five (85) percent of participants who were low on one or more HFPI subscales will improve on at least one of the low subscales from baseline to six months.	Indeterminate
Ninety (90) percent of families will develop a Family Goal Plan with their home visitor within the first 90 days of enrollment.	N/D = 9/9 = 100%
Eighty (80) percent of primary participants that close on level three, level four or complete the program will have improved or maintained self-sufficiency while enrolled in the program.	Indeterminate
Ninety (90) percent of focus children will receive age appropriate developmental screenings according to schedule using the Ages and Stages Questionnaire, Third Edition (ASQ-3).	N/D = 23/23 = 100%
Ninety (90) percent of focus children will receive age appropriate social-emotional screenings according to schedule using the Ages and Stages Questionnaire: Social Emotional, Second Edition (ASQ:SE-2).	N/D = 29/29 = 100%
Ninety (90) percent of focus children enrolled in the site six months or longer will be linked to a medical provider.	N/D = 9/9 = 100%
Ninety (90) percent of primary participants enrolled in the site six months or longer will be linked to a medical provider.	N/D = 15/15 = 100%
Eighty (80) percent of focus children will be up-to-date with immunizations at 24 months of age.	N/D = 4/4 = 100%
Eighty-five (85) percent of focus children will be up-to-date with well-child checks at 24 months of age.	N/D = 4/4 = 100%
Eighty-five (85) percent of focus children over 24 months old will have the most recent well-child checks according to the schedule.	N/D = 9/9 = 100%
Eighty (80) percent of mothers enrolled in the project will not have a subsequent pregnancy within two years of the focus child's birth.	N/D = 47/47 = 100%
Seventy-five (75) percent of participants will have received at least seventy-five (75) percent of home visits according to the participant level.	N/D = 46/50 = 92%

Note: N = numerator D = denominator A result of Indeterminate means the denominator (D) value is 0. Bold numbers met goals.