Early Learning Coalition of Manatee County, Inc.
Governance Committee Meeting
of
May 12, 2020

The Early Learning Coalition of Manatee County, Inc. held a Governance Committee meeting on May 12, 2020, at 10:30 AM at 600 8th Avenue West, Palmetto, Florida.

Board Members Present:
Christina Riggio, Chair (Zoom)
James Disbro (Zoom)

Board Members Absent:
Len Tabicman (Excused)

ELC Staff Present:
Sharon Oakes
Paul Sharff
Hilarie King

These minutes are a summary of the discussion and action items of the Early Learning Coalition of Manatee County Governance Committee meeting of May 12, 2020

Welcome and Roll Call
Christina Riggio, Chair, called the meeting to order at 10:38 AM.
James Disbro conducted a roll call and determined a quorum was present.

Citizen Comments
None

Board Membership
2nd Term Re-Appointments of Christina Riggio and Michael Rampino
Upon a motion duly made by James Disbro and seconded by Christina Riggio, Re- Appoint Ms. Riggio, and Mr. Rampino were unanimously approved.

Policies
Ms. Oakes put the Policies on the screen and explained the proposed policy changes, reasons for updates, and the date they would become effective. Ms. Oakes explained the need to increase our purchase order limit due to our agency's size. Next, she went over the Employee Handbook changes, COVID-19 policies, and increasing PTO rollover hours from 140 to 180. Mr. Sharff explained the need to reconfigure our PTO to a designed layout and updated it.

Upon a motion duly made by Christina Riggio and seconded by James Disbro, the motion to policy changes and updates was unanimously approved.

Proposed Provider Reimbursement 7/1/ 2020
Ms. Oakes discussed the provider rate increase. She asks only to have one Quality meeting versus two due to timing and efficiency. Mr. Sharff asks the committee to allow the staff to be able to increase

Provider rates according to the funding available. Mr. Sharff explained that we would know on July 1 what the government funding will be.

Upon a motion duly made by James Disbro and seconded by Christina Riggio, the motion to approve rate increases based upon government funding to allow the ELC to be more efficient.

Contract Renewal
The procurement of recent contract renewal is every third year. Due to the current COVID-19 situation, the ELC would like to extend our contract with PCI for one more year, 7/1/2020-6/30/2020.

Upon a motion duly made by Christina Riggio and seconded by James Disbro, extending our contract with PCI for one more year, 7/1/2020-6/30/2020, was unanimously approved.

Approval of Governance Committee Minutes from September 5, 2019.

Upon a motion duly made by Christina Riggio and seconded by James Disbro, the motion approve the Governance Committee Minutes from September 5, 2019, was unanimously approved.

New Business
There was no new business to come before the committee.

Old Business
There was no old business to come before the committee.

Public Comments
None

Adjournment
There was no further business to come before the committee; Christina Riggio made a motion made a motion and seconded by James Disbro to adjourn. The meeting adjourned at 11:12 AM.

Minutes prepared by

Hilarie King, ELC Staff

Hilarie King

Minutes approved by

Christina Riggio, Chair

Christina Riggio