



Board Meeting
382 North Suncoast Blvd.
Crystal River, FL. 34429
August 7, 2019
9:00 AM

AGENDA

Conference Call # 1-800-444-2801
Access Code: 8378634

- | | | | |
|-------------|---|----|----------------------|
| I | Call to Order, Welcome, and Introductions | | Rob Wardlow |
| II | Public Input | | Rob Wardlow |
| III | Approval of Agenda | | Rob Wardlow |
| IV | Consent Agenda | | Rob Wardlow |
| | Board of Directors Minutes – June 5, 2019 | 2 | |
| V | Action Items | | Sonya Bosanko |
| | Action Item: 2019-20-01: Board Membership – Tamar Jones | 5 | |
| | Action Item: 2019-20-02: Slate of Officers | 6 | |
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| VI | Treasurer’s Report | | JJ Kenney |
| | Budget vs. Actual Report – June 2019 | 14 | |
| VII | Executive Director’s Report | | Sonya Bosanko |
| VIII | New/Unfinished Business | | Rob Wardlow |
| | Next Meeting Date: October 2, 2019 | | |
| IX | Public Input: <i>Public Input is a time set aside for comments from the general public. Comments must be kept to a 3-minute limit and a speaker’s card must be completed and submitted to the Board Chair. The Chair will open the meeting to public discussion at various times during the meeting at his/her discretion.</i> | | |

**Early Learning Coalition of the Nature Coast
Draft Board Meeting Minutes
June 5, 2019**

Members Present: Linda Barber Gailen Spinka Sue Fogarty Dana Moxley Rob Wardlow
Sonya Warden

Members Present Via Phone: Alexa Mills Dale French Heid Rand Connie Mahan Darla Huddleston
Jeanne Harris-Lively Barbara Locke

Members Absent: Tamar Jones Blake Fugate Robert Bradburn JJ Kenney
Brian Coleman Shawana Felton Beverly Goodman

Staff Present: Sonya Bosanko Ingrid Schaper Desirae Rickman Sheri Ellis Tonya Hiers
Sandra Woodard

Others Present:

Others Present Via Phone: Vicky Pitts Jonathan Pitts

Call to Order, Welcome & Introductions

Rob Wardlow called the meeting to order at 9:04 a.m.

Public Input

None was given.

Approval of Agenda

Gailen Spinka motioned to approve the agenda. Sue Fogarty seconded the motion. Motion carried unanimously.

Consent Agenda

Board Minutes – April 3, 2019

Executive Committee Minutes – May 8, 2019

Sue Fogarty motioned to approve the Consent Agenda. Dana Moxley seconded the motion. Motion carried unanimously.

Action Item: 2018-19-16 ELPOP 607 School Readiness Child Assessment

Mrs. Bosanko shared that this policy statement was taken to the Executive Committee and approved on May 8, 2019. OEL requires that the ELCNC develop a policy/procedure for the new child assessment optional activity for School Readiness providers, beginning with the 2019-2020 fiscal year.

Sue Fogarty motioned to accept Action Item: 2018-19-16. Dana Moxley seconded the motion. Motion carried unanimously.

Action Item: 2018-19-17 ELPOP 312 Social Media Policy

Mrs. Bosanko shared that this policy is new for staff. The procedures will contain information for staff regarding mention of the ELC on social media, reminding them that they are a representative of the ELC at all times and that they are accountable for all posts made. Mrs. Bosanko assured the Board that the procedure will include reference to OEL's confidentiality policies.

Sue Fogarty motioned to accept Action Item: 2018-19-17. Dana Moxley seconded the motion. Motion carried unanimously.

Action Item: 2018-19-18 FY 2019-2020 Early Learning Budget

Mrs. Bosanko stated that Mrs. Rickman developed this budget, but that she is not comfortable with this estimated budget. She stated that there are still too many unknowns with the requirements for the new allocations and initiatives put forth by OEL, and that she would like to conduct further study and possibly make revisions. After discussion, the following motion was put forward.

Sue Fogarty motioned to table Action Item: 2018-19-18 for the time being, and refer it to the Executive Committee for consideration later in June. Sonya Warden seconded the motion. Motion carried unanimously.

Action Item: 2018-19-19 FY 2019-2020 Sliding Fee Scale

Mrs. Bosanko shared that the federal government releases a new poverty level chart each year, which is adopted for use in the new fiscal year. It is used by ELC staff to apply the appropriate parent fees to program participants. Historically, there has been very little budget impact to the change to the updated sliding fee scale each fiscal year.

Dana Moxley motioned to accept Action Item: 2018-19-19. Gailen Spinka seconded the motion. Motion carried unanimously.

Treasurer's Report

Mrs. Bosanko updated the Board with the Budget vs Actual report through April 2019. She noted that all financial information is estimated, as the state's data management system continues to have significant functionality issues.

School Readiness Overall Spending Rate: 72.07%

- Non-Direct Services: 71.46%
- Direct Services (Match/Advance Removed): 72.23%
- At this point in the fiscal year, we should be approximately 83% expended.

VPK Overall Spending Rate: 87.63%

- Non-Direct Services: 96.61%
- Direct Costs (Advance Removed): 87.28%
- At this point in the fiscal year, we should be approximately 83% expended. It is important to note that the VPK program is funded based on the estimated number of four-year-olds in the county. When we serve more than the expected number, our spending rate is increased; however, we must enroll all children who request VPK services.

Agency Spending Overall Spending Rate: 83.80%

- Non-Direct Costs: 72.47%
- Direct Costs (items removed as above): 78.13%

Note that figures are calculated utilizing ESTIMATED child care costs due to the non-operational OEL EFS Mod System. Spending rates and threshold requirements were included in the report.

Mrs. Bosanko noted that Infant Toddler continues to be underspent, and that a mini grant program in the amount of \$50,000 is underway. In addition, a Technology mini grant program will be released in the amount of \$75,000. Gold Seal infant toddler expenses will be shifted at the end of the fiscal year. She expects the Infant Toddler requirement to be met by the end of the fiscal year.

Mrs. Bosanko stated that the April provider reimbursement was run through the OEL EFS Mod System, but it did not work well. Providers were paid based on their March payment. Staff hoped to complete reconciliation through the system, but were unsuccessful. OEL is requiring the full year reconciliation of provider payments by September 2019. It is unlikely that the ELCNC will be able to meet that mandate due to the system issues. Mrs. Rickman will notify OEL of the concerns and issues.

Mrs. Hiers shared that the Eligibility staff had a webinar with OEL to try to address the ELCNC's tickets related to data issues in the EFS system. No resolution was found, and the OEL techs were unable to fix the outstanding issues. It was noted that this concern with data inaccuracy is a statewide problem. Mrs. Bosanko stated that some ELCs use a dual system in order to pay providers accurately.

Mrs. Bosanko stated that the Executive Directors of the ELCs are taking a bolder position on the non-functional system.

Mrs. Hiers stated that the eligibility process is working well now. It is the payments that continue to be problematic. There is difficulty with the processing of eligibility certificates which must be signed by the parent before payment can be made.

Mrs. Bosanko noted that it is impossible to know the actual situation with match requirements, due to unknown actual child care costs.

The School Readiness wait list has been cleared, with an increase in enrollment to 2,200 children as of May 24, 2019.

Executive Director's Report

Mrs. Bosanko presented the Executive Director's report to the Board. Board members had no specific questions on the information included.

Dana Moxley motioned to accept the Executive Director's report. Gailen Spinka seconded the motion. Motion carried unanimously.

New/Unfinished Business

Mrs. Moxley asked if any direction had been received from OEL regarding the possible direct services surplus of \$500,000. Mrs. Bosanko stated that she has asked OEL if provider stipends could be awarded, with no response. She has not received any direction on allowable ways to utilize surplus funds. Mrs. Rickman stated that it may be possible to allocate July 2019 costs to the surplus. She is waiting for direction from OEL.

Next Regular Meeting Date: August 7, 2019. It was noted that an Executive Committee meeting will likely be convened near the end of June.

Public Input

Mrs. Huddleston provided a brief recap of the Substance Exposed Newborns training that was offered in Sumter County in April. The last speaker at the training focused on the after-effects of substance exposure. Next year, the group plans to offer breakout sessions on the long term impacts on children. Mrs. Huddleston stated that the speaker might be able to offer training to providers. Mrs. Woodard requested to receive the contact information for that person.

Sue Fogarty motioned to adjourn at 9:46 a.m. Dana Moxley seconded the motion. Motion carried unanimously.

***If additional detail regarding the discussion at the meeting is desired, a recording is available at the Coalition's Main office in Crystal River.**

Minutes prepared by Ingrid Schaper



ACTION ITEM

Date: August 7, 2019

Subject: Board Membership – Tamar Jones

Action Item # 2019-20-01

Proposed Board Action

Retire Tamar Jones from the ELCNC Board, Administrative Committee, Marketing Committee, and Review Hearing Committee.

Budget Considerations:

None

Background Information: Section 3.5.2 of the ELCNC's bylaws state that absences from three (3) consecutive meetings or six (6) meetings within a twelve-month period by a representative or appointed member is equivalent to resignation from the Coalition.

Points of Consideration:

Coalition records show that the last meeting attended by Mr. Jones was June 6, 2018. There have been numerous attempts to contact Mr. Jones with no success. All mailed correspondence has been returned unopened and any attempt to make contact by phone has been unsuccessful.

Effective Date:

August 7, 2019

Supporting Documentation: None.

Prepared by: Sheri Ellis, Director of Human Resources
Submitted by: Sonya Bosanko, Executive Director

History of Action Item:

Committee or Council	Date of Meeting	Action



ACTION ITEM

Date August 7, 2019

Subject: Slate of Officers

Action Item # 2019-20-02

Proposed Board Action

Adopt the following Slate of Officers:

Secretary- Gailen Spinka

Budget Considerations:

None

Background Information:

Administrative Committee annually serves as the Nominating Committee for the purpose of certifying the eligibility of candidates for office and to prepare an official slate of nominees.

On behalf of the Nominating Committee, ELCNC staff notified all Board members of the opportunity to serve in an Officer's position and requested Board members to notify the ELC of such an interest. The proposed Slate of Officers is a summation of reported interest.

Points of Consideration:

Gailen Spinka was appointed to complete Ryan Hausner's term as Secretary upon his resignation from the board. Gailen has agreed to remain in this position for a 2-year term that would expire August 30, 2021.

Effective Date:

August 7, 2019

Supporting Documentation: Notification of Open Officer Positions

Prepared by: Sheri Ellis, Director of Human Resources

Submitted by: Sonya Bosanko, Executive Director

History of Action Item:

Committee or Council	Date of Meeting	Action

sheri ellis

From: sheri ellis
Sent: Tuesday, May 28, 2019 3:08 PM
To: Alexa Mills ; Barbara Locke; Beverly Goodman ; Blake Fugate; Brian Coleman; Connie Mahary; Dale French; Darla Huddleston ; Doug Wright; Gailen Spinka; Heidi Rand; Jeanne Lively ; JJ Kenney; Kids N Company of Williston; Linda Barber; Rob Wardlow; Robert Bradburn; Shawanna Feltor; Shawanna Feltor; Sonya Warden; Susan Fogarty; Tamar Jones
Subject: Slate of Officers

Board of Directors

Hello everyone,

We have two officer positions becoming available on our board. The Administrative Committee will meet in June prior to the Board of Directors meeting, to prepare an official slate of officer nominees to present to our Board in June.

Gailen Spinka completed Ryan Hausner's term as Secretary, and is eligible to remain in this position for a complete two-year term.

JJ Kenney has completed his full two year term as Treasurer.

Please contact me by the end of business on Friday, May 31st if you are interested in either of these positions. I have listed the duties of Secretary and Treasurer below.

1. **ROLE OF THE SECRETARY:** The Secretary of the Board serves as a monitor to ensure the Board secretarial duties are carried out by Coalition staff.
 - A. The Secretary ensures that all official corporate documents are kept safe and disposed of in accordance with record retention laws and ensures all Board actions are recorded in the minutes and distributed to members.
2. **ROLE OF THE TREASURER:** The Treasurer of the Coalition shall assume a role of responsibility in terms of ensuring the financial integrity of the Coalition.
 - A. The Treasurer of the Board provides oversight to ensure the financial integrity of the Coalition.
 - B. The Treasurer ensures that financial policies are being followed, reviews financial documents, and provides regular financial reports to the Board.
 - C. The Treasurer shall serve on the Administrative Committee and request the creation of special committees for specific tasks or projects related to the Coalition's fiscal operations when necessary.

Please do not hesitate to contact me with any questions you may have.

Sheri

Sheri Ellis

Director of Human Resources

Early Learning Coalition of the Nature Coast

Phone: 352-563-9939 ext 263

Fax: 352-563-5933



ACTION ITEM

Date: August 7, 2019

Subject: Abundance of Joy Contract Terminations

Action Item # 2019-20-03

Proposed Board Action:

Accept the notification of termination of the School Readiness Contracts for Abundance of Joy Learning Academy and Abundance of Joy Learning Center, Phase 2.

Budget Considerations:

None

Background Information:

None

Points of Consideration:

As a requirement of the School Readiness Contract, any providers with owners or associated parties that appear on the USDA National Disqualified List are to be terminated. The owner of the above referenced centers, Cassandera Price-McMiller, as well as Tharman McMiller, Chanara McMiller, and Chardasha McMiller have all been placed on the USDA National Disqualified List on July 17, 2019. The terminations were effective on close of business July 31, 2019. The Provider was notified of the termination on July 25, 2019.

Effective Date:

August 7, 2019

Supporting Documentation: None

Prepared by: Desirae Rickman, Director of Finance

Submitted by: Desirae Rickman, Director of Finance

History of Action Item:

Committee or Council	Date of Meeting	Action



ACTION ITEM

Date: August 7, 2019 **Subject:** Reinstate Gold Seal Rates for School Age Care Level **Action Item # 2019-20-04**

Proposed Board Action

Approve the reinstatement of Gold Seal reimbursement for the School Age care level.

Budget Considerations:

The estimated budget impact for this action is \$138,369.

Background Information:

For the Fiscal Year budget 2010-2011 (Action Item# 2009-10-052) it was voted that the Gold Seal reimbursements for the School Age care level would be discontinued due to budget reductions.

Points of Consideration:

As of June 30, 2019, the total number of providers impacted is 11, and the total number of children is 243.

In anticipation of Board Approval, this increase has been incorporated into the FY19-20 annual budget. If this action item is denied, the dollars will revert to the direct services budget.

Effective Date:

July 1, 2019

Supporting Documentation:

Prepared by: Desirae Rickman, Director of Finance

Submitted by: Desirae Rickman, Director of Finance

History of Action Item:

Committee or Council	Date of Meeting	Action



ACTION ITEM

Date: August 7, 2019

Subject: Fiscal Year 2019-2020 Early Learning Budget

Action Item # 2019-20-05

Proposed Board Action

Adopt the following FY 2019-2020 Early Learning Budget

<u>Budget by Account</u>	<u>Proposed FY2019-2020</u>	<u>Approved FY 2018-2019</u>	<u>Variance</u>
Coalition Operating			
6100-01-01-01 Staff Development	1,250	1,625.00	-375
6100-01-01-02 Emp Certification	0	0.00	0
6100-01-01-03 Emp Train & Mat	2,000	2,000.00	0
6100-01-01-04 Conferences	500	1,075.00	-575
6100-01-02 Tuition Reimbursement	4,000	5,500.00	-1,500
6100-02-02 Audit	20,244	19,898.00	346
6100-02-03 IT	1,300	5,600.00	-4,300
6100-02-04 Legal	500	500.00	0
6100-02-07 Printing & Reproduction	2,000	3,000.00	-1,000
6100-02-08 Repair & Maint	4,000	4,000.00	0
6100-02-09 Professional Services Other	1,000	0.00	1,000
6100-03-01 Electricity	12,000	12,000.00	0
6100-03-02 Facility Maint	10,000	8,800.00	1,200
6100-03-03 Office Lease	96,000	93,046.00	2,954
6100-03-04 Waste	4,200	4,200.00	0
6100-03-05 Water	1,420	1,300.00	120
6100-03-06 Storage	1,060	3,340.00	-2,280
6100-03-07 Sewer	1,644	1,250.00	394
6100-04-01 Postage	7,000	5,000.00	2,000
6100-05-01 Rentals - Office Equipment	14,000	14,000.00	0
6100-06-01 Office Supplies	12,000	12,000.00	0
6100-07-01 Office Phones	17,180	14,000.00	3,180
6100-07-02 Cell Phones	8,000	8,000.00	0
6100-07-03 Internet	15,500	15,500.00	0
6100-08-01 D & O	4,330	4,100.00	230
6100-08-03 General Liability	2,500	2,500.00	0
6100-08-04 Worker's Comp	15,330	14,600.00	730
6100-08-06 Other Insurance	400	400.00	0
6100-09-01-01 Elec Equip >=1000	500	500.00	0
6100-09-02-01-01 Computers <=250	400	500.00	-100
6100-09-02-01-02 Computers >=250	3,000	8,000.00	-5,000

Budget by Account	Proposed FY2019-2020	Approved FY 2018-2019	Variance
6100-09-02-02-01 Non Fixed Assets<=250	2,500	2,050.00	450
6100-09-02-02-01 Non Fixed Assets >=250	1,500	1,500.00	0
6100-09-02-03-01 Elec Equipment<=250	400	500.00	-100
6100-09-02-03-02 Elec Equipment >=250	2,500	2,000.00	500
6100-10-01 Classroom Materials	0	0.00	0
6100-10-02 Quality Training Materials	3,000	15,000.00	-12,000
6100-10-03 Education and Outreach	0	0.00	0
6100-10-05 Scholarships & Other Education Opportunities	6,000	15,000.00	-9,000
6100-11-01 Travel In-State (OA)	5,000	5,000.00	0
6100-11-03 Travel - Local	27,071	27,071.00	0
6100-11-04 Travel - Board	500	1,500.00	-1,000
6100-12-01 Bank Fees (Inc ACH)	5,000	5,000.00	0
6100-12-02 Software	5,000	2,000.00	3,000
6100-12-03-01 EFS	0	0.00	0
6100-12-03 Web Services - Other	250	400.00	-150
6100-12-04 Other Emp Expend	300	300.00	0
6100-12-05 Dues & Subscrip	4,750	4,500.00	250
6100-12-06 Tax, License, Fee	4,500	5,700.00	-1,200
6100-12-08 Misc/Other Expenditures	500	500.00	0
6100-12-09-01 Ad - General	5,000	5,000.00	0
6100-12-09-02 Ad - Legal	1,000	1,400.00	-400
6100-12-09-04 Ad - Comm Aware	0	0.00	0
6100 Deficit Expenditures	0	34,786.47	-34,786
6100-13-01 Salaries	1,172,309	1,146,278.00	26,031
6100-13-02 Payroll Taxes	106,858	102,587.00	4,271
6100-13-03 Benefits - Reemploy	2,800	2,800.00	0
6100-13-04 Health Benefits	124,564	141,550.00	-16,986
6100-13-05 Retirement Benefits	117,231	111,649.00	5,582
6100-13-06 Life,Disability,Other	64,169	47,183.00	16,986
6100-13-07 PLT Liability	37,501	35,099.00	2,402
Total Coalition Operating	1,963,461	1,982,587	-19,126
Provider Payments			
SR Reimbursement	6,907,075	6,559,435	347,640
SR Gold Seal	512,672	374,303	138,369
SR Match	30,081	0	30,081
SRREG (Registration Fees)	20,700	0	20,700
PFP (Direct Services)	0	202,940	-202,940
Total SR Reimbursements	7,470,528	7,136,678	333,850
VPK Reimbursement	4,488,859	4,544,080	-55,221
VPK Deficit Expenditures	0	9,677	-9,677
Total VPK Reimbursements	4,488,859	4,553,757	-64,898
Total Provider Payments	11,959,387	11,690,435	268,952
Miscellaneous Grants			
Preschool Development Grant (PDG)	40,574	0	40,574

Budget by Account	Proposed FY2019-2020	Approved FY 2018-2019	Variance
SRPAS (Program Assessment)	0	49,000	-49,000
Outreach and Awareness	7,048	7,417	-369
Total Miscellaneous Grants	47,622	56,417	-8,795
	13,970,470	13,729,439	241,031

TARGETS AND RESTRICTIONS

SCHOOL READINESS

ADMINISTRATION	5% MAX	3.61%
QUALITY	4% MIN	7.05%
CCR&R	13,653 MIN	194,638
INFANT/TODDLER	125,530 MIN	47,370
TOTAL NON-DIRECT	22% MAX	19.28%
DIRECT SERVICES	78% MIN	80.72%

VOLUNTARY PRE-KINDERGARTEN

NON-DIRECT COSTS	4% MAX	3.85%
DIRECT COSTS	96% MIN	96.15%

Budget Considerations:

See Above

Background Information:

None

Points of Consideration:

The proposed budget is based on the grant award total amounts provided by Florida's Office of Early Learning for both the School Readiness and Voluntary Prekindergarten programs, as well several miscellaneous programs.

The School Readiness grant increased overall in the amount of \$317,320 with the entire increase being allocated to Direct Services. The Voluntary Prekindergarten grant was decreased in the amount of \$67,494 with non-direct dollars reduced in the amount of \$3,068 and direct services decreased in the amount of \$64,426.

As it relates to the miscellaneous programs, the VPK Outreach and Awareness grant award amount was reduced in the amount of \$369 for an award amount of \$7,048. A new program was funded beginning with this fiscal year, the Preschool Development Grant in the amount of \$40,574. The SRPAS grant which was funded for \$49,000 in Fiscal Year 2018-2019, has not yet been funded. If this grant is refunded in Fiscal Year 2019-2020, a notice of award will be provided at a later date.

Contained within the budget, is a 2.4% Cost of Living increase for staff salaries.

Effective Date:

July 1, 2019

Supporting Documentation:

Prepared by: Desirae Rickman, Director of Finance

Submitted by: Desirae Rickman, Director of Finance

History of Action Item:

Committee or Council	Date of Meeting	Action



**Early Learning Coalition of the Nature Coast
Budget vs. Actual Report
July 2018 – June 2019**

	<u>Jul '18 - Jun 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
1002 Cash Transfer	0.00	0.00	0.00	0.0%
4000 Contracts, Grants & Other				
4000-01 State & Federal Grants				
4000-01-01 SR Income	7,981,334.98	8,937,115.00	-955,780.02	89.31%
4000-01-02 VPK Income	4,618,095.38	4,735,907.00	-117,811.62	97.51%
4000-01-03 O&A	0.00	7,417.00	-7,417.00	0.0%
4000-01-04 PFP Project Income	0.00	0.00	0.00	0.0%
4000-01-05 University of Florid	25,815.00			
4000-01-06 SRPAS and SRREG	10,568.77	49,000.00	-38,431.23	21.57%
Total 4000-01 State & Federal Grants	12,635,814.13	13,729,439.00	-1,093,624.87	92.03%
4000-03 Match Income				
4000-03-01 United Way				
4000-03-01-01 Citrus County	8,266.62	0.00	8,266.62	100.0%
4000-03-01-05 Sumter County	23,000.00	0.00	23,000.00	100.0%
Total 4000-03-01 United Way	31,266.62	0.00	31,266.62	100.0%
Total 4000-03 Match Income	31,266.62	0.00	31,266.62	100.0%
4000-04 Gifts,Donations,Pledges				
4000-04-01 Match Income				
4000-04-01-01 Citrus County	2,509.47	0.00	2,509.47	100.0%
4000-04-01-02 Dixie County	76.66			
4000-04-01-03 Gilchrist County	276.67	0.00	276.67	100.0%
4000-04-01-04 Levy County	176.67			
4000-04-01-05 Sumter County	11,296.95	0.00	11,296.95	100.0%
Total 4000-04-01 Match Income	14,336.42	0.00	14,336.42	100.0%
Total 4000-04 Gifts,Donations,Pledges	14,336.42	0.00	14,336.42	100.0%
Total 4000 Contracts, Grants & Other	12,681,417.17	13,729,439.00	-1,048,021.83	92.37%
4006 Interest Income	5,361.21	0.00	5,361.21	100.0%
4020 Other Miscellaneous Rev				
4042 Match Income				
4042-01 Match Income Citrus				
4042-01-02 Suncoast Business	38,456.67	0.00	38,456.67	100.0%
4042-01 Match Income Citrus - Other	0.00	0.00	0.00	0.0%
Total 4042-01 Match Income Citrus	38,456.67	0.00	38,456.67	100.0%
4042-02 Match Income Sumter				
4042-02-01 Preschool 4 All Ball	-847.02	0.00	-847.02	100.0%
Total 4042-02 Match Income Sumter	-847.02	0.00	-847.02	100.0%

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Total 4042 Match Income	37,609.65	0.00	37,609.65	100.0%
4049 Provider Debt	7,709.44	0.00	7,709.44	100.0%
4060 Child Passenger Safety				
4060-01 Unrestricted CPS Funds	2,000.00	0.00	2,000.00	100.0%
4060-02 Restricted CPS Funds	0.00	0.00	0.00	0.0%
4060-03 CPS Seat Income	4,375.00	0.00	4,375.00	100.0%
Total 4060 Child Passenger Safety	6,375.00	0.00	6,375.00	100.0%
Total 4020 Other Miscellaneous Rev	51,694.09	0.00	51,694.09	100.0%
Total Income	12,738,472.47	13,729,439.00	-990,966.53	92.78%
Gross Profit	12,738,472.47	13,729,439.00	-990,966.53	92.78%
Expense				
5300 (Shared Cost Pool)				
5304 Payroll Expense	484.00	0.00	484.00	100.0%
Total 5300 (Shared Cost Pool)	484.00	0.00	484.00	100.0%
5400 (Unrestricted Expense)	16,202.89	0.00	16,202.89	100.0%
5700 Reconciliation Discrep.	0.00	0.00	0.00	0.0%
6040 - Child Passenger Safety				
6040-02 CPS Marketing	536.57	0.00	536.57	100.0%
6040-03 CPS Child Seats	1,685.32	0.00	1,685.32	100.0%
6040-04 Travel	1,247.29	0.00	1,247.29	100.0%
Total 6040 - Child Passenger Safety	3,469.18	0.00	3,469.18	100.0%
6100 Program Expenses				
6100-01 Staff Development				
6100-01-01 Staff Development				
6100-01-01-01 Staff Development	1,225.00	1,225.00	0.00	100.0%
6100-01-01-02 Emp Certification	98.00	98.00	0.00	100.0%
6100-01-01-03 Emp Train & Mat	1,232.40	1,233.00	-0.60	99.95%
6100-01-01-04 Conferences	165.00	165.00	0.00	100.0%
Total 6100-01-01 Staff Development	2,720.40	2,721.00	-0.60	99.98%
6100-01-02 Tuition Reimbursemen	4,140.09	5,500.00	-1,359.91	75.27%
Total 6100-01 Staff Development	6,860.49	8,221.00	-1,360.51	83.45%
6100-02 Professional Services				
6100-02-02 Audit	15,655.00	15,655.00	0.00	100.0%
6100-02-03 IT	2,223.50	2,224.00	-0.50	99.98%
6100-02-04 Legal	75.00	75.00	0.00	100.0%
6100-02-07 Printing & Reproduct	1,896.07	1,897.00	-0.93	99.95%
6100-02-08 Repair & Maint	3,938.69	4,000.00	-61.31	98.47%
6100-02-09 Other	0.00	0.00	0.00	0.0%
Total 6100-02 Professional Services	23,788.26	23,851.00	-62.74	99.74%
6100-03 Occupancy				
6100-03-01 Electricity	11,294.11	11,295.00	-0.89	99.99%
6100-03-02 Facility Maint	8,557.31	8,558.00	-0.69	99.99%
6100-03-03 Office Lease	93,046.38	93,047.00	-0.62	100.0%
6100-03-04 Waste	4,380.64	4,381.00	-0.36	99.99%

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
6100-03-05 Water	1,359.62	1,360.00	-0.38	99.97%
6100-03-06 Storage	2,942.88	2,943.00	-0.12	100.0%
6100-03-07 Sewer	1,214.10	1,250.00	-35.90	97.13%
Total 6100-03 Occupancy	122,795.04	122,834.00	-38.96	99.97%
6100-04 Postage, Freight, Deliv				
6100-04-01 Postage	2,732.23	2,733.00	-0.77	99.97%
Total 6100-04 Postage, Freight, Deliv	2,732.23	2,733.00	-0.77	99.97%
6100-05 Rentals				
6100-05-01 Office Equipment	11,377.42	11,378.00	-0.58	100.0%
Total 6100-05 Rentals	11,377.42	11,378.00	-0.58	100.0%
6100-06 Supplies				
6100-06-01 Office Supplies	11,582.41	11,583.00	-0.59	100.0%
Total 6100-06 Supplies	11,582.41	11,583.00	-0.59	100.0%
6100-07 Communications				
6100-07-01 Office Phones	14,140.97	14,141.00	-0.03	100.0%
6100-07-02 Cell Phones	6,930.62	6,931.00	-0.38	100.0%
6100-07-03 Internet	15,667.20	15,668.00	-0.80	100.0%
Total 6100-07 Communications	36,738.79	36,740.00	-1.21	100.0%
6100-08 Insurance				
6100-08-01 D & O	4,482.68	4,483.00	-0.32	99.99%
6100-08-03 General Liability	2,343.60	2,344.00	-0.40	99.98%
6100-08-04 Worker's Comp	15,691.72	15,692.00	-0.28	100.0%
6100-08-06 Other Insurance	1,462.68	1,463.00	-0.32	99.98%
Total 6100-08 Insurance	23,980.68	23,982.00	-1.32	99.99%
6100-09 Tangible Personal Prop				
6100-09-01 Equip =>\$1,000				
6100-09-01-01 Elec Equip	0.00	0.00	0.00	0.0%
Total 6100-09-01 Equip =>\$1,000	0.00	0.00	0.00	0.0%
6100-09-02 Equip =<1000				
6100-09-02-01 Computers				
6100-09-02-01-01 < = 250	699.77	700.00	-0.23	99.97%
6100-09-02-01-02 > = 250	9,912.29	9,913.00	-0.71	99.99%
6100-09-02-01 Computers - Other	52,928.90	52,930.00	-1.10	100.0%
Total 6100-09-02-01 Computers	63,540.96	63,543.00	-2.04	100.0%
6100-09-02-02 Non Fixed Assets				
6100-09-02-02-01 < = 250	2,566.21	2,567.00	-0.79	99.97%
6100-09-02-02-02 > = 250	1,777.18	1,778.00	-0.82	99.95%
Total 6100-09-02-02 Non Fixed Assets	4,343.39	4,345.00	-1.61	99.96%
6100-09-02-03 Electronic Equip				
6100-09-02-03-01 < = 250	474.56	500.00	-25.44	94.91%
6100-09-02-03-02 > = 250	3,645.00	3,645.00	0.00	100.0%
Total 6100-09-02-03 Electronic Equip	4,119.56	4,145.00	-25.44	99.39%
Total 6100-09-02 Equip =<1000	72,003.91	72,033.00	-29.09	99.96%

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Total 6100-09 Tangible Personal Prop	72,003.91	72,033.00	-29.09	99.96%
6100-10 Quality				
6100-10-01 Classroom Materials	45,883.31	45,884.00	-0.69	100.0%
6100-10-02 Training Materials	3,382.97	3,383.00	-0.03	100.0%
6100-10-03 Educ & Outreach	0.00	0.00	0.00	0.0%
6100-10-05 Scholarships	7,892.99	7,818.00	74.99	100.96%
Total 6100-10 Quality	57,159.27	57,085.00	74.27	100.13%
6100-11 Travel				
6100-11-01 Travel In-State (OA)	2,948.72	2,949.00	-0.28	99.99%
6100-11-03 Travel - Local	20,654.89	20,655.00	-0.11	100.0%
6100-11-04 Travel - Board	144.86	145.00	-0.14	99.9%
Total 6100-11 Travel	23,748.47	23,749.00	-0.53	100.0%
6100-12 Other Expenses				
6100-12-01 Bank Fees (Inc ACH)	5,042.92	5,043.00	-0.08	100.0%
6100-12-02 Software	3,619.50	3,620.00	-0.50	99.99%
6100-12-03 Web Services				
6100-12-03-02 Web Serv - Other	29.16	400.00	-370.84	7.29%
6100-12-03 Web Services - Other	0.00			
Total 6100-12-03 Web Services	29.16	400.00	-370.84	7.29%
6100-12-04 Other Emp Expend	0.00	300.00	-300.00	0.0%
6100-12-05 Dues & Subscrip	4,653.88	4,654.00	-0.12	100.0%
6100-12-06 Tax, License, Fee	3,639.08	3,640.00	-0.92	99.98%
6100-12-08 Misc/Other Current	0.00	500.00	-500.00	0.0%
6100-12-09 Advertising				
6100-12-09-01 Ad - General	5,021.20	5,022.00	-0.80	99.98%
6100-12-09-02 Ad - Legal	698.75	699.00	-0.25	99.96%
Total 6100-12-09 Advertising	5,719.95	5,721.00	-1.05	99.98%
Total 6100-12 Other Expenses	22,704.49	23,878.00	-1,173.51	95.09%
6100-13 Employer Prov Sal & Ben				
6100-13-01 Salaries	1,128,500.67	1,165,610.53	-37,109.86	96.82%
6100-13-02 Payroll Taxes	84,165.66	102,587.00	-18,421.34	82.04%
6100-13-03 Benefits - Reemploy	932.79	2,800.00	-1,867.21	33.31%
6100-13-04 Health Benefits	53,202.95	53,203.00	-0.05	100.0%
6100-13-05 Retirement Benefits	99,954.85	111,649.00	-11,694.15	89.53%
6100-13-06 Life,Disabiity,Other	27,027.45	27,028.00	-0.55	100.0%
6100-13-07 PLT	0.00	35,099.00	-35,099.00	0.0%
Total 6100-13 Employer Prov Sal & Ben	1,393,784.37	1,497,976.53	-104,192.16	93.04%
6100-14 Direct Services - Child				
6100-14-01 School Readiness				
6100-14-01-01 97C00	0.00	0.00	0.00	0.0%
6100-14-01-02 97G00	53,993.77	65,757.00	-11,763.23	82.11%
6100-14-01-03 97GNW	566,968.47	625,388.00	-58,419.53	90.66%
6100-14-01-04 97GSD	166,480.66	374,303.00	-207,822.34	44.48%
6100-14-01-05 97P00	3,679,605.67	4,192,635.00	-513,029.33	87.76%

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
6100-14-01-06 97R00	1,613,925.02	1,685,332.00	-71,406.98	95.76%
6100-14-01-07 97GTA	0.00	0.00	0.00	0.0%
6100-14-01-08 Match	118,907.28	0.00	118,907.28	100.0%
6100-14-01-12 97CSD	0.00	0.00	0.00	0.0%
6100-14-01-13 97CSQ	0.00	0.00	0.00	0.0%
Total 6100-14-01 School Readiness	6,199,880.87	6,943,415.00	-743,534.13	89.29%
6100-14-02 VPK				
6100-14-02-01 VPPRS - School Yr	4,397,772.20	4,518,846.07	-121,073.87	97.32%
6100-14-02-02 VPPRS - Summer	15,632.78	15,633.00	-0.22	100.0%
6100-14-02-03 VPKSD	9,599.80	9,600.72	-0.92	99.99%
6100-14-02-04 VPPRP Prepay	0.00	0.00	0.00	0.0%
Total 6100-14-02 VPK	4,423,004.78	4,544,079.79	-121,075.01	97.34%
Total 6100-14 Direct Services - Child	10,622,885.65	11,487,494.79	-864,609.14	92.47%
6100-15 VPK Awareness Grant				
6100-15-01 VPMNI	0.00	7,417.00	-7,417.00	0.0%
Total 6100-15 VPK Awareness Grant	0.00	7,417.00	-7,417.00	0.0%
6100-16 Program Advance				
6100-16-01 SR Advance	50,341.30	0.00	50,341.30	100.0%
6100-16-02 VPK Advance	0.00	0.00	0.00	0.0%
6100-16-03 PFP Advance	0.00	0.00	0.00	0.0%
Total 6100-16 Program Advance	50,341.30	0.00	50,341.30	100.0%
6100-17 Performance Pilot Proje				
6100-17-01 97PFA	8,845.82	8,801.00	44.82	100.51%
6100-17-10 UFCop Practitioner	4,500.00			
6100-17-14 PFPPD	171,197.35	202,940.00	-31,742.65	84.36%
6100-17-15 97PFQ	13,278.25	13,279.00	-0.75	99.99%
6100-17-20 97PAV PFP Advance	0.00	0.00	0.00	0.0%
6100-17-21 PFPCCL	0.00	0.00	0.00	0.0%
Total 6100-17 Performance Pilot Proje	197,821.42	225,020.00	-27,198.58	87.91%
6100-18 SR Deficit Expenses				
6100-18-01 97BBA	0.00	1,254.51	-1,254.51	0.0%
6100-18-02 97FIR	0.00	59.42	-59.42	0.0%
6100-18-03 97BBD	0.00	967.68	-967.68	0.0%
6100-18-04 97Q00	0.00	5,440.26	-5,440.26	0.0%
6100-18-05 97QCS	0.00	232.69	-232.69	0.0%
6100-18-06 97QAS	0.00	-0.25	0.25	0.0%
6100-18-07 97QTA	0.00	658.16	-658.16	0.0%
6100-18-08 97QPD	0.00	1,045.71	-1,045.71	0.0%
6100-18-09 97QPT	0.00	2,634.34	-2,634.34	0.0%
6100-18-11 97QI4	0.00	627.01	-627.01	0.0%
6100-18-12 97QIN	0.00	68.41	-68.41	0.0%
6100-18-13 97BDE	0.00	2,606.07	-2,606.07	0.0%
6100-18-14 97INT	0.00	-4.53	4.53	0.0%
6100-18-15 97ICS	0.00	-98.57	98.57	0.0%

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
6100-18-21 97QHS	0.00	192.57	-192.57	0.0%
Total 6100-18 SR Deficit Expenses	0.00	15,683.48	-15,683.48	0.0%
6100-19 VPK Deficit Expenses				
6100-19-01 VPADM	0.00	15,366.03	-15,366.03	0.0%
6100-19-02 VPENR	0.00	3,629.82	-3,629.82	0.0%
6100-19-03 VPMON	0.00	107.14	-107.14	0.0%
6100-19-04 VPPRS	0.00	-860.07	860.07	0.0%
6100-19-05 VPKSD	0.00	10,537.28	-10,537.28	0.0%
Total 6100-19 VPK Deficit Expenses	0.00	28,780.20	-28,780.20	0.0%
6100-20 Provider Assessments				
6100-20-01 SRPAS	11,305.19	49,000.00	-37,694.81	23.07%
Total 6100-20 Provider Assessments	11,305.19	49,000.00	-37,694.81	23.07%
Total 6100 Program Expenses	12,691,609.39	13,729,439.00	-1,037,829.61	92.44%
8000 - Provider Disbursement				
8000-01 SR	59,982.14	0.00	59,982.14	100.0%
8000-02 VPK	-27.82	0.00	-27.82	100.0%
8000-03 VPK PP	0.00	0.00	0.00	0.0%
8000-04 CSQ	0.00	0.00	0.00	0.0%
8000-05 PFPD	0.00	0.00	0.00	0.0%
Total 8000 - Provider Disbursement	59,954.32	0.00	59,954.32	100.0%
Total Expense	12,771,719.78	13,729,439.00	-957,719.22	93.02%
Net Income	-33,247.31	0.00	-33,247.31	100.0%

FINANCE DEPARTMENT UPDATE:

**Narrative Budget Report
June 2019**

Spending Rate:

Below are the actual rates for each program, which are also broken out by non-direct services and direct services, and the agency wide spending rates for July 2018 through June 2019:

School Readiness Overall Spending Rate: 88.60%

- Non-Direct Services: 88.80%
- Direct Services (Match/Advance Removed): 88.54%
- At this point in the fiscal year, we should be approximately 100% expended.

VPK Overall Spending Rate: 97.73%

- Non-Direct Services: 107.42%
- Direct Costs (Advance Removed): 97.34%
- At this point in the fiscal year, we should be approximately 100% expended. It is important to note that the VPK program is funded based on the estimated number of four-year olds in the county. When we serve more than the expected number, our spending rate is increased; however, we must enroll all children who request VPK services.

Agency Spending Overall Spending Rate: 91.76%

- Non-Direct Costs: 90.45%
- Direct Costs (items removed as above): 92%

Spending Rate Threshold: Below is a list of the thresholds that are required for each OCA and the actual percentage year to date.

School Readiness Program:

<u>OCA</u>	<u>Threshold</u>	<u>Actual Spending Year to Date</u>
Administration	Max 5%	4.92%
Admin/Non Direct/Quality	Max 22%	21.04%
Infant & Toddler	Min \$122,749	79,075.35 (64%)
Quality	Min 4%	7.44%
Direct Services	Min 78%	78.96%

Voluntary Pre-Kindergarten:

<u>OCA</u>	<u>Threshold</u>	<u>Actual Spending to Date</u>
Administration	4% of Direct Services Expenses	4.23%
Direct Services	96%	

School Readiness Match Report and Projections:

Month	Citrus County	Sumter County	Status
July	\$5,866.31	\$5,446.21	ESTIMATED*
August	\$5,834.35	\$6,478.43	ESTIMATED*
September	\$6,237.77	\$5,069.61	ESTIMATED*
October	\$6,351.02	\$5,833.28	ESTIMATED*
November	\$6,157.46	\$5,680.13	ESTIMATED*
December	\$6,155.82	\$5,269.33	ESTIMATED*
January	\$6,226.48	\$6,342.80	ESTIMATED*
February	\$4,999.83	\$5,618.26	ESTIMATED*
March	\$6,402.11	\$5,618.26	ESTIMATED*
April	\$6,398.51	\$5,618.26	ESTIMATED*
May	\$0.00	\$0.00	ESTIMATED*
June	\$0.00	\$0.00	ESTIMATED*
Total	\$60,629.66	\$56,974.57	ESTIMATED*
Total Match Committed	\$49,232.76	\$33,449.93	
Variance	(\$11,396.90)	(\$23,524.64)	

Gold Seal Report and Projections:

GOLD SEAL PROVIDER REPORT		
School Readiness		
	Total Gold Seal Budget:	\$374,303
	Total INT Budget	
Month	Total Gold Seal Expenditures	Remaining Budget
Jul-18	\$22,840.75	\$383,891
Aug-18	\$25,749.30	\$358,142
Sep-18	\$25,749.30	\$332,393
Oct-18	\$25,749.30	\$306,643
Nov-18	\$25,749.30	\$280,894
Dec-18	\$25,749.30	\$255,145
Jan-19	\$24,697.53	\$230,447
Feb-19	\$20,523.87	\$209,923
Mar-19	\$21,316.38	\$188,607
Apr-19	\$23,910.98	\$164,696
May-19	\$30,506.04	\$134,190
Jun-19	\$27,441.85	\$106,748

Enrollment: The following represents School Readiness and VPK enrollment by county for June 2019:

County	# of SR children enrolled	# of VPK children enrolled
Citrus	881	0
Dixie	34	0
Gilchrist	119	0
Levy	507	0
Sumter	557	0
Total	2,098	0

School Readiness Waitlist:

June 2019	Infant	Toddler	Two	Three	Four	Five	S.A.	Total
Citrus	0	0	0	0	0	0	0	0
Dixie	0	0	0	0	0	0	0	0
Gilchrist	0	0	0	0	0	0	0	0
Levy	0	0	0	0	0	0	0	0
Sumter	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

EDUCATION DEPARTMENT ACTIVITIES FY 2018-2019

Months included: July – June

School Readiness Child Screening Program	
# of screenings completed by parents/caregivers	1,020
# of parents/caregivers who opted out of screening	227
# of screenings with noted areas of concern	570 (56%)
# of referrals provided	31

Training Program			
	<u>Citrus</u>	<u>DGL</u>	<u>Sumter</u>
# of training hours provided or facilitated	12	12	12
# of training participants	90	81	23
TIP Program expenditures	\$4452.99	\$2690	\$886

Contract Monitoring Activities	
<u>School Readiness Program – 50 required in sample</u>	
# of monitors completed	52
Average score achieved	28.58
Common concerns noted	Licensing non-compliances
<u>VPK Program – 49 required in sample</u> Some of the required monitors will be completed by public school sites	
# of monitors completed	57
Average # of findings	Most have no findings
Common concerns noted	Instructor list not current

Performance Funding Project & School Readiness Program Assessment/Quality Activities	
# of participating PFP programs	17
# of MMCI training hours offered	176
# of MMCI participants	105
# of Career Pathway participants	5
# of participants in Early Learning Florida courses	51
# of CLASS pre-observations (PFP)	57
# of CLASS post-observations (PFP)	55
# of CLASS observations (SR)	75

Child Passenger Safety Program Activities			
	<u>Citrus</u>	<u>Dixie/Gilchrist/Levy</u>	<u>Sumter</u>
Number of inspections completed	206	36	28
Number of seats correct upon arrival	30	2	2
Number of installations for newborns	28	3	3
% of seats <u>incorrect</u> upon arrival (misuse rate)*	71.6%	86%	82%
Total number of seats provided (includes installations for newborns)	121	33	16
Number of caregivers educated	184	32	24
Number of community events attended	14	3	2
Number of contacts at community events	438	115	200
Number of media releases	34	22	21
Client fees collected	\$3,220	\$675	\$370
Donations received	\$2,000 Pilot Club	\$225 in vouchers	0

* Misuse rate is calculated by subtracting the number of correct seats and new installations from the total number of inspections completed, and dividing the balance by the total.

Eligibility Department Update:

Eligibility Department Update:																
Referral Type	2019-20	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL	ALL COUNTY TOTAL TO DATE	
		7/1-7/26														
PS (Protective Service)																
Child from a family under DCF's supervision for abuse or neglect	Citrus	13												13	26	
	DGL	10												10		
	Sumter	3												3		
PI (Protective Investigation)																
Child from a family that DCF is investigating for child abuse or neglect	Citrus	3												3	4	
	DGL	1												1		
	Sumter	0												0		
FOSTER																
Child placed in foster care under DCF's supervision due to abuse or neglect	Citrus	4												4	4	
	DGL	0												0		
	Sumter	0												0		
CAREERSOURCE																
Needy families receiving cash assistance required to participate in job training and support services	Citrus	3												3	6	
	DGL	0												0		
	Sumter	3												3		
D. VIOLENCE																
Child in custody of parent that is a victim of domestic violence and residing in a certified domestic violence center	Citrus	0												0	0	
	DGL	0												0		
	Sumter	0												0		
DIVERSION																
Family participating with department prescribed activities: education, health services, work program	Citrus	0												0	0	
	DGL	0												0		
	Sumter	0												0		
HOMELESS																
Child in custody of parent that has been declared homeless by a DCF designated lead agency	Citrus	0												0	0	
	DGL	0												0		
	Sumter	0												0		

Executive Director's Report

Membership:

<u>Board Members</u>	<u>Executive Committee</u>	<u>Marketing Committee</u>
1. Alexa Mills	1. Rob Wardlow	1. Barbara Locke
2. Barbara Locke	2. Brian Coleman	2. Gailen Spinka
3. Beverly Goodman*	3. Gailen Spinka	3. Holly Bussard
4. Blake Fugate*	4. JJ Kenney	4. Tamar Jones
5. Brian Coleman		<u>Review Hearing Committee</u>
6. Connie Mahan*	<u>Administrative Committee</u>	1. Linda Barber
7. Dale French	1. Rob Wardlow	2. Tamar Jones
8. Dana Moxley	2. Gailen Spinka	3. Blake Fugate
9. Darla Huddleston*	3. JJ Kenney	4. Vacant
10. Gailen Spinka*	4. Sonya Warden	5. Gailen Spinka
11. Heidi Rand	5. Beverly Goodman	
12. Jeanne Harris-Lively	6. Tamar Jones	
13. JJ Kenney*		
14. Linda Barber		
15. Robert Bradburn		
16. Rob Wardlow*	*Indicates Private Sector	
17. Shawanna Felton*		
18. Sonya Warden		
19. Sue Cohill Fogarty*		
20. Tamar Jones*		

1. The following chart provides Board Member representation by ELCNC regions.

Citrus 6 Members (30%)	Dixie, Gilchrist, and Levy 8 Members (40%)	Sumter 6 Members (30%)
1. Gailen Spinka	1. Alexa Mills	1. Connie Mahan
2. JJ Kenney	2. Barbara Locke	2. Heidi Rand
3. Linda Barber	3. Beverly Goodman	3. Jeanne Harris-Lively
4. Rob Wardlow	4. Blake Fugate	4. Robert Bradburn
5. Brian Coleman	5. Dale French	5. Darla Huddleston
6. Sue Cohill Fogarty	6. Dana Moxley	6. Shawanna Felton
	7. Sonya Warden	
	8. Tamar Jones	

2. There are Ten Private Sector Members, which represents 50% of the Board.
3. The ELCNC's goal is to recruit two Gubernatorial applicants to fill one expired Chair position and one expired private sector position.