



## FINANCE COMMITTEE MEETING MINUTES

May 7, 2018

ELC Main Office  
10 SE Central Parkway, Suite 200, Stuart, FL

**Present:** Ann Rodriguez (*phone*) Steve Newman  
Michelle Akins Karlette Peck  
Will Laughlin

**Excused:** Miranda Hawker

**Staff:** Migdalia Rosado Loretta Toth  
Zack Hackley Pat Houston

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### I. CALL TO ORDER

The meeting was called to order by Chair, Ann Rodriguez at 8:30 a.m. Roll call was taken and a quorum present.

### II. ANNOUNCEMENTS AND ADDITIONS/DELETIONS TO AGENDA – None

### III. ADOPTION OF AGENDA

**Motion** to adopt the agenda was made by Will Laughlin, seconded by Karlette Peck and passed.

*Michelle Akins joined the meeting at 8:33 a.m.*

### IV. CONSENT AGENDA

A. Finance Minutes – April 2, 2018

**Motion** to approve the consent agenda was made by Karlette Peck, seconded by Will Laughlin and passed.

### V. NEW BUSINESS

#### A. Action Item 2017-18.05 – Proposal for Auditing Services

Mr. Newman explained his rationale for scoring, noting that the cost factor was treated separately from the skill and experience factor, which separated some auditors from the group. The Committee discussed the top three firms based on score, comments, and cost. The top three firms were HBK, KNEG and MKA. Kmetz has been the auditor in the past. MKA has prepared the audit for the past three years. There have been no complaints with MKA over the past three years.

**Motion** was made to recommend Moss, Krusick Associates as the auditor for the three-year period of July 1, 2018 through June 30, 2020. Motion was seconded by Steve Newman and passed.

#### B. Action Item 2017-18.07 – Dental Benefits Renewal 2018-19

The dental benefit schedule presented through Florida Combined Life remains the same, with no increase in the monthly premium of \$12.72 per employee per month, 100% employer funded. The plan is effective July 1, 2018. Family members may be added at the employee's expense.

*Motion was made by Michelle Akins, seconded by Karlette Peck to recommend approval of the dental benefit renewal presented through Florida Combined Life for the 2018-2019 fiscal year at a cost of \$12.72 per employee per month. Motion passed unanimously.*

**C. Action Item 2017-18.08 – Medical Benefits Renewal 2018-19**

The medical benefit schedule presented through Florida Blue was reviewed. Various optional plans were received but not comparable in cost or service. Blue Care Plan 14256 is the recommended plan at a premium of \$798.62 per employee per month, payable 100% by the employer for the employee only. This represents a 12.11% increase over last year's plan. In addition, it was recommended the Blue Options Plan 14006 at a premium of \$933.47 per employee per month be offered as a "buy-up" plan for those employees wishing to choose this plan and pay the difference between the two plans.

Mr. Newman made a comparison of costs nationally and suggested considering a review of different brokers and health plans moving forward.

*Motion was made by Steve Newman to recommend approval of medical benefits renewal through Florida Blue for 2018-19, as listed above. In addition, he recommended the Bylaws/Personnel Committee do a review of brokers and health insurance plan details, as well as the potential for co-ops with other coalitions or providers prior to the 2019-20 renewal. Motion was seconded by Will Laughlin and passed unanimously.*

*Ann Rodriguez left the call at 9:15 a.m. and rejoined at 9:16 a.m.*

**D. Action Item 2018-19.09 – Proposed Budget for 2018-19**

Mr. Hackley reviewed the School Readiness and Voluntary Pre-Kindergarten budgets, broken out by county, noting that maximum percentages are within state guidelines. With the implementation of House Bill 1091, additional positions will be added.

*Motion was made by Steve Newman to recommend approval of the 2018-19 budget. Motion was seconded by Karlette Peck and passed unanimously.*

**E. Draft Legislator Letter**

Mr. Newman prepared a draft letter (included in the packet) regarding an article about House Bill 1091 and the positive impacts of the bill. Sponsored by Representative Erin Grall, the intent of the bill is to address the 60% of children who have been identified as not being ready for kindergarten. Mr. Newman's letter focuses on those children who are not enrolled in any type of preschool program, and as a result, will not increase the percentage of children who are ready for kindergarten. He has suggested that the letter be prepared and sent from the board, as a group.

*Michelle Akins left the meeting a 9:45 a.m. A quorum remained.*

Changes to the letter were discussed, suggesting bulleted items for ease in reading. The Committee was in agreement to present the letter to the board for their approval.

**VI. OLD BUSINESS**

**A. Fundraising** – Ms. Houston reported that the Program Committee has been in discussions regarding fundraising ideas and will include community partners to develop a list of priorities. In addition, grants can be found through GuideStar, Martin County Community Foundation, Palm Beach and Martin County Community Foundation, John's Island, and others.

Ms. Peck discussed the oral health initiative offered by the Martin County Health Department that provides fluoride, screens and exams to families, but has not seen much participation from the child care providers. In addition, a toothbrush program is being piloted at Gertrude Walden child care center, with hopes of expansion. Ms. Houston explained the challenges that providers face trying to find time to include additional routines into their daily schedules. It was suggested that summer may be a prime opportunity to include oral health into their daily routines.

**VII. FINANCIAL REPORTS** – Mr. Hackley reviewed the reports as of March 31, 2018. The balance sheet reflected a cash balance of approximately \$162k and receivables of \$2.5 million. There remains a balance due to OEL of \$1.5 million. Salaries are below expectations due to unfunded positions. Any required reclassifications will be done in June. ELCIRMO is enrolling in Indian River and Martin Counties.

Mr. Laughlin commented that a request had been made by Ms. Rosado to receive a payout of all her unused PTO at June 30<sup>th</sup> and questioned whether funding was available. Mr. Hackley reported that funding is available.

**VIII. BOARD MEMBER COMMENTS** – Mr. Laughlin recommended that in the future, when reviewing auditing firms, a matrix be developed with an assigned weight to criteria. Ms. Peck further recommended that a sub-committee be appointed to review and score the audit proposals.

Mr. Newman shared information about a recent article regarding local author, James Patterson, and his contribution to literacy programs, and suggested ELCIRMO write a letter to him or his agent about the importance of education for children ages birth to five.

**IX. PUBLIC COMMENTS** – None.

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:32 a.m.

Respectfully submitted,

***Approved 9/17/18***

Ann Rodriguez, Chair  
AR:lt