

Quality Committee Meeting
November 18, 2011
9:00 a.m. – 11:00 p.m.

The goal of the Quality Enhancement/ Professional Development Committee is to improve the quality of programs associated with the Early Learning Coalition of Southwest Florida.

Chairperson: Barry Williams

Participants: Desta Benjamin, Ellen Blake, Sherri Elrod, JoAnne Fuciu, Marilyn Graham, Donna Hernandez, Ashley Houk, Niccole Howard, Deb McCarthy, Kelley Nellius, Mary Scott, Anne Snyder, Lucia Zaikov

Early Learning Coalition and 4C: Kristi Biffar, Bronwyn Gogia, Jane Heuring, Melanie Holaway, Kathleen Reynolds, Mary Ellen Saba

Issues	Discussion	Action/Assignments/Needs
Welcome and Introductions	The meeting was called to order at 9:05am by Kristi Biffar, ELC staff liaison for the Committee. Those present stated their name and agency.	* Please check your email address and let Gayla know if you are not receiving emails. (gayla.thompson@elcofswfl.org)
Meeting Minutes	The September 16, 2011 meeting minutes were reviewed. Ashley Houk made the motion to accept the minutes and Jane Heuring seconded the motion. Unanimous consent to accept the minutes as written.	Minutes will be posted on the ELC website.
Cribs Quality Improvement Funding Discussion	<ul style="list-style-type: none"> • <u>United Way Funding for Quality Improvement</u>- The recommendation was made that this round of funding be used to pay for cribs to meet the new federal guidelines. Agreement by consensus. Amount of funding per request will be determined in relation to funds available and number of facilities in Lee, Glades and Hendry counties who apply. • We received applications from 39 providers. 181 cribs were requested, at a cost totaling \$41,953.95. As this amount exceeds our available funds, distribution options were discussed and considered, including eliminating providers with non-compliances, spreading the money out so each provider gets at least one crib, awarding money on a first come, first serve basis, and eliminating providers who do not currently have cribs, but instead use portable cribs (Pack and Plays). • Discussion ensued including: the differences between the types of cribs available; children should be our focus, not the compliance level of the provider; we should not replace portable cribs, as they are not required to be replaced according to the new safety standards. • The committee agreed that we should only replace cribs for providers who currently have them, not for providers who use portable cribs. • Kristi Biffar will review the numbers of cribs requested by the qualifying providers and will determine how many cribs they can received, based on the funds available. This will allow 25 providers to receive new cribs. 	Kristi Biffar will review the numbers of cribs requested by the qualifying providers and will determine how many cribs they can received, based on the funds available.

<p>ERS Report Melanie Holaway</p>	<ul style="list-style-type: none"> • 173 ERS have been done since July 1, 2011; half of these scored less than 2.5 in personal care routines. Notices of non-compliance are no longer being issued for scores under 2.5 at this time. • The policy was reviewed regarding what happens when providers score below 2.5. It was recommended that we encourage providers to train their own staff more, rather than having all staff attend an ELC training. • Video modules and online training will be developed to assist providers in obtaining more training on Personal Care Routines (PCR). 	
<p>Islands of Excellence Kristi Biffar for Gayla Thompson</p>	<ul style="list-style-type: none"> • Islands of Excellence – We have received the second assignment from most participants and will be distributing their classroom set of Big Books soon. 	
<p>Coalition and State News</p>	<ul style="list-style-type: none"> • Kathleen Reynolds presented information on her trip to Tallahassee where she presented data to the Education Committee regarding the use of Teaching Strategies GOLD as a pre- and post-assessment for VPK classes. • Information about the draft report from the Auditor General was shared, stating that there was criticism of OEL, but in general, ELCs do work well. • Kathleen encouraged providers to complete Inter-rater reliability with TS Gold, to demonstrate to the state our commitment to the system. 	
<p>Other News</p>	<ul style="list-style-type: none"> • Kathleen shared that we will be having an Open House for other Coalitions in the state. We will present our procedures for completing ASQs, Hearing and Vision screenings, and TS Gold. 12 Coalitions have registered to attend. • Mary Ellen Saba reported that the Provider Update form from the state will be updated and should be up on the 4C website around mid-December. • Marilyn Graham reported that there will be a Storytelling event tonight at Covenant Presbyterian Church at 6:30pm. • Deb McCarthy reported that presenter applications are currently being accepted for Circles of Care, which will take places on February 25, 2012. • Barry Williams announced that this would be his last meeting as the chair of the Quality Committee. We thank him for his work and wish him luck in the future! 	
<p>Adjournment</p>	<ul style="list-style-type: none"> • Kathleen Reynolds moved and Ashley Houk seconded that we adjourn. There was unanimous agreement. Meeting was adjourned at 10:05 am. 	
<p>Upcoming Events</p>	<ul style="list-style-type: none"> • November 19 Barnes and Noble Book Fair in three locations: Ft. Myers, Estero and Naples. Purpose is to raise funds for Literacy Buddies. • Circles of Care, Childcare of SW Florida on the Edison State College Lee Campus February 25, 2012. • The Children’s Movement of Florida is hosting a presentation by David Lawrence at Northern Trust Bank on December 6 at 6:00pm. 	<p>Volunteers are encouraged for Barnes and Noble Book Fair – call Danielle Long at 210-6876 or e-mail at Danielle.long@elcofswfl.org</p>

Next Quality Meeting – Friday, January 20, 2012 from 9 am to 11 am
Early Learning Coalition Office