EXEC/ADMIN COMMITTEE MEETING  
May 5, 2021; 10:30 a.m.  
Conference Call  
Dial 1-888-296-6500 and enter Guest Code 966582

TENTATIVE AGENDA

*Action Item*

I. Call to Order/Roll Call

II. Public Comment

III. Review of Credit Card Statements

IV. Approval of May 6, 2020 Executive/Admin Committee Meeting Minutes*

V. Approval of 2019-21 School Readiness Plan Amendment #30*

VI. Approval of the Online Mediation Course for the Executive Director, Dawn Bell*

VII. Approval of She is Fierce Training Membership for ELC of North Florida Staff and Board Members*

VIII. Retro Active Approval (Effective April 1, 2021) of the Contract Amendment to Media/Graphic Design Provider Contract Amy Lyn D’Alesio, Sole Proprietor of Creative Types*

IX. Review of Board Membership-Informational

X. Committee Absenteeism Log – Informational

XI. Committee Comment

XII. Next Meeting: Board – June 9, 2021; 10:30 a.m.  
       Exec/Admin – August 4, 2021; 10:30 a.m. Conference Call

XIII. Adjournment*
I. Call to Order/Roll Call

II. Public Comment
III. Review of Credit Card Statements

- Statements are provided to Board/Committee Members ONLY for review and have been emailed at the time meeting packets were emailed.
IV. Approval of May 6, 2020 Exec/Admin Committee Meeting Minutes*

*ACTION ITEM
Early Learning Coalition of North Florida, Inc.

EXECUTIVE ADMINISTRATIVE COMMITTEE

Conference Call Meeting
May 6, 2020
10:30a.m.

ATTENDANCE

Committee Members Present:
Nancy Pearson, Board Chair
Joy Stanton, Vice Chair
Myrna Allen, Treasurer
Aubrie Simpson-Gotham, Secretary
Teresa Matheny, ECS
Michael Siragusa

Committee Members Absent:
Theresa Little-EXCUSED
Renee Williams-EXCUSED

Others Present:

Coalition Staff Present:
Dawn Bell, Chief Executive Officer
Tajaro Dixon, Grants and Operations Manager
Rhonda Cody, Office Manager
Chris Spell, Finance Manager

CALL TO ORDER/ROLL CALL
The meeting was called to order at 10:35 a.m. by R. Cody and roll was called; quorum was present with 6 of 8 committee members in attendance.

PUBLIC COMMENT
No Comments.

REVIEW OF CREDIT CARD STATEMENTS
Employee Credit card statements were presented to the committee for the review of the months of January, February, March and April, 2020. (Amex and Visa cards issued to D. Bell and R. Cody) There were no comments or questions.

APPROVAL OF AUGUST 7, 2019 EXEC ADMIN MEETING MINUTES *

1. M. Allen motioned to approve the August 7, 2019 Exec Admin Meeting Minutes. A. Simpson-Gotham seconded the motion. No discussion – motion passed unanimously.

Executive/Admin Committee
May 6, 2020
APPROVAL OF THE 2019-21 SCHOOL READINESS PLAN AMENDMENT #26*

The following three School Readiness Plan Attachments were revised:

- Attachment I F and I J ECS (Episcopal Children’s Services) Procurement- Disbursements Pol and Proc 041620
  (ECS Procurement and Disbursement policies were updated by staff to include all departments/programs of Episcopal Children’s Services.)
  *(A summary page of the changes is placed before the policy in the packet.)*

- Attachment I I ECS SRAD01 IT Pol and Proc 022020 – showing edits
  (The ECS “IT” policies were updated by staff to include all departments/programs of Episcopal Children’s Services)

- Attachment II E ELC Sliding Fee Scale eff 070120

- Attachment V A ELC 2021 Monitoring Plan Narrative 042220 – showing edits

- Attachment V A ELC 2021 Monitoring Schedule 042220

2. A. Simpson-Gotham motioned to approve the 2019-21 School Readiness Plan Amendment #26. N. Pearson seconded the motion. No discussion- motion passed unanimously. T. Matheny recused herself from voting, documentation attached.

APPROVAL OF THE REVISIONS TO THE EARLY LEARN COALITION OF NORTH FLORIDA’S ANTI-FRAUD PLAN FOR 2020/21*

Revisions:

1. Updated the fiscal year of the Plan, revision date, and Coalition approval date.
2. Updated the job title for who is responsible for implementing the coalition’s anti-fraud activities from “Project Compliance Specialist” to “Program Support Coordinator” on pages 2, 6, 7, and 8.
3. Other job titles were updated on pages 2, 4, and 5 (due recent ECS re-structuring).
6. Contact information for the Program Support Coordinator updated on page 8.

Executive/Admin Committee
May 6, 2020
3. M. Allen motioned to approve the revisions to the Early Learning Coalition of North Florida’s Anti-Fraud Plan for 020/21. J. Stanton seconded the motion. No discussion, motion passed unanimously.

RETRO ACTIVE APPROVAL (EFFECTIVE May, 1 2020) OF THE INFECTIOUS DISEASE EMERGENCY ADDENDUM TO THE ELCNF 2020-2021 COOP (CONTINUITY OF OPERATIONS PLAN)*

The purpose of the Infectious Disease Emergency Addendum Plan is to offer additional guidance to the existing ELCNF COOP in the case of outbreaks of diseases caused by infectious agents, biological toxins or responding to other infectious disease emergencies. The ELCNF will follow all protocol as directed by the State of Florida.

4. J. Stanton motioned to retro active approve (effective May 1, 2020) of the Infectious Disease Emergency Addendum to the ELCNF 2020-2021 COOP (Continuity of Operations Plan) N. Pearson seconded the motion. No discussion, motion passed unanimously.

REVIEW OF BOARD MEMBERSHIP- Informational
Informational; no comments.

COMMITTEE ABSENTEEISM LOG- Informational
Informational; no comments.

COMMITTEE COMMENT
No comment

NEXT MEETING
June 10, 2020, 10:30 a.m., Board- Renaissance World Golf Village Resort an Convention Center
August 5, 2020 10:30 a.m. – Executive Administrative Committee Meeting- Conference Call

ADJOURNMENT*

5. N. Pearson motioned to adjourn the meeting at 10:59 a.m. M. Siragusa seconded the motion. No discussion – motion passed unanimously.

Minutes submitted by, Rhonda Cody, Office Manager on May 29, 2020

Executive/Admin Committee
May 6, 2020
V. Approval of 2019-21 School Readiness Plan
   Amendment #30*

*ACTION ITEM
## ACTION ITEM SUMMARY

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>Approval of 2019-21 School Readiness Plan Amendment #30</th>
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</table>
| Reason for Recommended Action | The following School Readiness Plan Attachments were revised:  
  - Attachment II E Parent Sliding Fee Scale eff 070121 |
| **If this is not done, the following would occur:** |  
  - The Coalition’s School Readiness Plan would not be properly updated/in compliance with OEL. |
<p>| How the Action will be accomplished | Board Approval, then OEL Approval. |</p>
<table>
<thead>
<tr>
<th>Full Time P- turnaround</th>
<th>FF &amp; PFL</th>
<th>85% SMI</th>
<th>75% SMI</th>
<th>65% SMI</th>
<th>55% SMI</th>
<th>45% SMI</th>
<th>35% SMI</th>
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**Daily Fee Schedule**

Florida's Office of Early Learning

Effective Date: 7/1/2021

North Florida Early Learning Coalition
<table>
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<tr>
<th>Poverty Level (1)</th>
<th>Income Limits (2)</th>
<th>Income Limits (3)</th>
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<tbody>
<tr>
<td>100% FPL</td>
<td>118,045</td>
<td>127,241</td>
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<tr>
<td>130% FPL</td>
<td>129,881</td>
<td>145,825</td>
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<tr>
<td>160% FPL</td>
<td>141,751</td>
<td>161,835</td>
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<tr>
<td>190% FPL</td>
<td>153,666</td>
<td>181,923</td>
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<tr>
<td>200% FPL</td>
<td>160,500</td>
<td>187,240</td>
</tr>
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</table>

Note: 100% FPL equals $19,480 for a family of 4 as calculated using 2020 data.

Income limits are based on family size and income.

85% SMI

55% SMI

40% SMI

160% FPL

200% FPL

120% FPL

60% SMI

VI. Approval of the Online Mediation Course for the Executive Director, Dawn Bell*

*ACTION ITEM
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>Approval of Online Mediation Course for the Executive Director, Dawn Bell</th>
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<tbody>
<tr>
<td>Reason for Recommended Action</td>
<td>Mediation Course taught online for all applicants for $900 to give the Executive Director professional training in the mediation arena. This course normally involves additional costs for travel but due to Covid, the entire course is online. No travel expenses will be required.</td>
</tr>
<tr>
<td>How the Action will be accomplished</td>
<td>Board Approval</td>
</tr>
</tbody>
</table>
Mediation Certification Class-next
VIRTUAL class starts February 18, 2021! Rules to get your certification have been relaxed!

I am available to virtually mediate your family law cases!
NEW- we are expanding our practice to include LEMON LAW!

Family Law Mediation Training February 2021

Civil Courses also available, see www.flamedtc.com

All certifications for 2021 have been relaxed to eliminate or reduce the required number of observations after the class, take advantage of virtual classes and these reduced requirements in 2021!

Register for the family law mediation training class or for a one day CME/CLE. All 2021 classes will be held via Zoom. Contact my office for more information!

Family Law Mediation Services Available Via Zoom

I am available to mediate your family law cases via Zoom! I am offering a reduced rate of $250/hour for first time Zoom mediations (further reductions on a case-by-case basis). Contact my office for scheduling and availability. I have conducted many successful zoom mediations since March.

I have been practicing family law for over 20 years in Miami-Dade, Palm Beach, and Broward counties. I have been a certified family law mediator for 18 years. I am a Primary Trainer for family mediation.

Available for Mediation, Mediation Training and ART Law

I handle all Artificial Reproductive Technology cases such as surrogates and egg donor contracts. I also co-founded Florida Mediation Training Center which has
upcoming classes to train you to be a family or circuit civil law mediator, as well as provide CMEs and CLEs. Contact me for more information!

**Mediation Information**

I charge $300 per hour for in-person mediations, with lower rates available on a case-by-case basis.

- No charge for travel time
- Florida Supreme Court Certified Family Law Mediator since 2003
- Rate dependent on parties' incomes (fee may be less than $300 per hour on a case-by-case basis)
- Excellent settlement rate

I hope to be able to settle one of your cases soon!

Thanks,
The Geller Law and Mediation team

Geller Law and Mediation LLC, 2924 Davie Road, Suite 102, Davie, Florida 33314, (954) 634-1786

[Unsubscribe]
Rhonda Cody

From: Dawn Bell  
Sent: Monday, March 22, 2021 11:19 AM  
To: Rhonda Cody  
Subject: FW: Jessica Lassman Geller - Family Law Mediator for 18 Years

For exec committee, can I put on the agenda to approve me attending a Mediation Course (see below)?

**Dawn E. Bell, CEO**  
Early Learning Coalition of North Florida  
Address: 2450 Old Moultrie Road, Ste. 103, St. Augustine, FL 32086  
Phone: 904-342-2267 x 204  
Cell: 904-377-5248  
Fax: 904-342-2268  
Website: elcnorthflorida.org  
facebook.com/elcnorthflorida

“I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.” –Maya Angelou

![Early Learning Coalition of North Florida](image)

**SUNSHINE LAW AND PUBLIC RECORDS CAUTION:** 1) The Florida Government in the Sunshine Law prohibits discussion outside a duly noticed meeting between any two or more Early Learning Coalition of North Florida Board members regarding any matter that may come before the Board. This prohibition extends to discussions via e-mail. 2) Furthermore, most e-mail communications made or received by the ELC of North Florida members are considered public records that must be retained and, upon request, made available.

From: Dawn Bell  
Sent: Thursday, March 18, 2021 11:35 AM  
To: Susan Pettijohn <spettijohn@elcnorthflorida.org>; Christopher Spell <cspell@elcnorthflorida.org>; Jessica Geller <JGELLER@GLAM-LAW.com>  
Subject: FW: Jessica Lassman Geller - Family Law Mediator for 18 Years

Susan and Chris,

The cost is $875 and the course is June 8, 9, 10, 16 and 17 from 8:30 to 5:45 by zoom. The Course is Family Mediation and the agenda will be coming soon.

Jessica, when possible, please send the agenda to all. Thanks everyone.

Dawn
FLORIDA MEDIATION TRAINING CENTER, LLC
Family Mediation Training
February 18, 19, 20, 26 and 27, 2021

****Trainers will avail themselves of the electronic training method pursuant to the Supreme Court of Florida Administrative Order AOSC20-24 via Zoom to meet the requirements for training and attendance, including the role plays required by training standard 2.03.

**DAY ONE**

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lecturer</th>
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<tbody>
<tr>
<td>8:30 – 9:00 a.m.</td>
<td>Introduction of faculty and students, Display of video</td>
<td>Ana Cristina Maldonado</td>
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<td>Jessica Lassman Geller</td>
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<td>Darlene Gimble</td>
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<td>9:00 – 9:30 a.m.</td>
<td>Training descriptions; course objectives; course materials; teaching methodology; homework assignments; class participation</td>
<td>Ana Cristina Maldonado</td>
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<td>9:30 – 9:45 a.m.</td>
<td>BREAK</td>
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<td>9:45 – 10:15 a.m.</td>
<td>Conflict Resolution Concepts in Family Mediation</td>
<td>Darlene Gimble</td>
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**Learning Objectives:**

1. Explain the difference between the following methods of dispute resolution: negotiation, mediation, arbitration (binding and non-binding), early neutral evaluation, parent coordination, collaborative law, and litigation.

2. Identify the strengths and weaknesses of various dispute settlement methods.

3. Identify and demonstrate the basic principles of negotiation.

4. Distinguish between the professional roles and responsibilities of judges, lawyers, experts, mediators, arbitrators, general magistrates, case managers, parent coordinators, and guardians ad litem.

5. Recognize the importance of party empowerment and self-determination in family mediation.

**10:15 – 10:45 a.m. Court Process**

Darlene Gimble

**Learning Objectives:**

1. Identify the route and manner by which a case is referred to mediation by the court.

2. Recognize the characteristics of pre-judgment and post-judgment mediation.

3. Explain the consequences of a full or partial mediated agreement as well as the lack of an agreement.
(4) Identify the state rules, state statutes and local procedures and forms governing family mediation.

(5) Recognize the mediator’s obligations to comply with the American with Disabilities Act (ADA) and strategies for handling situations when faced with disability issues or special needs.

(6) Identify the various types of disputes which may be presented in a family mediation.

(7) Identify the protections, constraints, and exceptions of the Florida Mediation Confidentiality and Privilege Act.

(8) Recognize the mandatory reporting requirements pursuant to Florida law which may apply when an individual becomes aware of possible abuse, neglect or abandonment of a child or abuse, neglect, or exploitation of a vulnerable adult.

(9) Identify the certification and renewal requirements for Supreme Court certified family mediators.

(10) Distinguish between court-ordered and non-court ordered mediation such as pre-suit, voluntary, contractual, or statutory.

(11) Describe the structure of the Florida state courts, including the concepts of the unified family court.

10:45 – 11:30 a.m. Role Definitions: analyzing and comparing the roles of the mediator, attorney and parties (Interpersonal Dynamics) Ana Cristina Maldonado Darlene Gimble

Learning Objectives:
(1) Distinguish between the professional roles and responsibilities of judges, lawyers, experts, mediators, arbitrators, general magistrates, case managers, parent coordinators, and guardians ad litem.

(2) Explain the mediator’s role in assisting parties in identifying and clarifying their issues.

(3) Identify individuals who are essential participants in mediation as well as those who are entitled to be present and those who are not required to participate but whose participation may be helpful.

11:30 – 12:15 p.m. Analysis of Mediation Statutes and Rules (Lawyers and Mediation); A comparison of private to court ordered mediation and ethical implications Ana Cristina Maldonado

Learning Objectives:
(1) Identify the state rules, state statutes and local procedures and forms governing family mediation.

(2) Identify the various types of disputes that may be presented in a family mediation.

12:15 – 1:15 p.m. LUNCH

1:15 – 2:15 p.m. Mediation Process and Techniques Jessica Lassman Geller

Learning Objectives:
(1) Identify components of a mediation.
(2) Explain and demonstrate the role of the mediator in conducting a mediation such as conducting an opening statement, preparing a disputant to mediate, maintaining decorum, professionalism, control of the session, structuring and managing the discussion, building on partial agreements, scheduling the time, location and number of conferences, establishing the format of each conference and focusing discussion.

(3) Explain the importance of and demonstrate, building rapport, establishing trust, setting a cooperative tone, maintaining neutrality and impartiality, listening and questioning, promoting party empowerment and remaining non-judgmental.

(4) Identify procedural elements which should be addressed prior to the entry of the parties into the mediation room, including seating of parties and set-up of the room.

(5) Demonstrate an appropriate opening statement.

(6) Explain the mediator’s role in assisting parties in identifying and clarifying their issues.

(7) Frame issues in neutral language.

(8) Develop a framework for discussing the issues in a dispute.

(9) Identify issues which are appropriate for mediation and those which are not appropriate.

(10) Identify individuals who are essential participants in mediation as well as those who are entitled to be present and those who are not required to participate but whose participation may be helpful.

2:15 – 3:15 p.m.  Mediation Video and Opening Statement  Jessica Lassman Geller

Learning Objectives:
(1) Demonstrate an appropriate opening statement.

(2) Explain a mediator’s ethical duty to inform mediation parties and participants that mediation is a consensual process; that the mediator is an impartial facilitator without the authority to impose a resolution or adjudicate any aspect of the dispute; and communications made during the process are confidential except where disclosure is required or permitted by law.

(3) Recognize that upon commencement of the mediation session, a mediator shall describe the mediation process and the role of the mediator.

3:15 – 3:30 p.m.  BREAK

3:30 – 4:00 p.m.  Communication Skills  Ana Cristina Maldonado

Learning Objectives:
(1) Identify and demonstrate essential elements for effective listening and responding.

(2) Identify and demonstrate essential elements for effective note-taking.

(3) Identify and demonstrate essential elements for effective questioning.

(4) Identify and demonstrate appropriate non-verbal communication.

(5) Demonstrate how to record the parties’ agreement.
Demonstrate the ability to communicate in an understandable manner with the parties and participants and avoid the use of legalese and jargon which inhibit the communication process.

4:00 – 4:45 p.m. Mediating the Case (Mediation Process and Techniques) Joint session questioning; initial focusing; creating an agenda; evaluating and testing; time use
Ana Cristina Maldonado

Learning Objectives:
(1) Frame issues in neutral language.
(2) Develop a framework for discussing the issues in a dispute.
(3) Identify issues which are appropriate for mediation and those which are not appropriate.
(4) Identify appropriate techniques for mediating when persons not required to attend are present in mediation.
(5) Identify and demonstrate techniques a mediator may use to assist a party to reconsider his or her position.
(6) Identify techniques to address unresolved issues.
(7) Recognize when and how to use experts.

4:45 – 5:45 p.m. Caucusing (Mediation Process and Techniques); joint and separate sessions; caucusing with or without attorneys; creating movement and return to joint session and ethical implications.
Ana Cristina Maldonado

Learning Objectives:
(1) Identify the protections, constraints, and exceptions of the Florida Mediation Confidentiality and Privilege Act.
(2) Explain when and how to use caucuses.

Homework:
Draft your Opening Statement
### DAY TWO

<table>
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<tr>
<th>Time</th>
<th>Topic</th>
<th>Lecturer</th>
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<tbody>
<tr>
<td>8:30 – 10:15 a.m.</td>
<td>Psychological Issues in Separation and Divorce and Family Dynamics in Family Mediation</td>
<td>Mathew Smith, MA, JD, LMHC</td>
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<td>Learning Objectives:</td>
<td>Ana Cristina Maldonado</td>
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<td>(1) Explain the impact divorce has on individuals and on family dynamics and the implications for the mediation process.</td>
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<td>(2) Discuss how emotions affect divorce issues and a party’s ability to effectively mediate.</td>
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<td>(3) Identify factors which may indicate the presence of domestic violence.</td>
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<td>(4) Identify domestic violence lethality indicators.</td>
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<td>(5) Identify safety issues before, during and after mediation for victims of domestic violence and their families.</td>
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<td>(6) Recognize the impact domestic violence and abuse has on the parties and their capacity to participate meaningfully in the mediation session.</td>
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<td>(7) Discuss how to assess whether domestic violence is present.</td>
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<td>(8) Explain how to screen cases for domestic violence issues which may compromise the self-determination of one of the parties.</td>
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<td>(9) Identify the stages of divorce and grief and the implications for the mediation process.</td>
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<td>(10) Discuss the impact of grandparents, stepparents and significant others on family systems and the mediation process.</td>
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| 10:15– 10:30 a.m. | BREAK | Mathew Smith, MA, JD, LMHC | Ana Cristina Maldonado |

| 10:30 – 12:30 p.m. | Issues Concerning Needs of Children and Interpersonal Violence | Mathew Smith, MA, JD, LMHC | Ana Cristina Maldonado |

Domestic Violence Education is Now Interpersonal Violence Education

The definition of domestic violence education for Continuing Mediator Education (CME) has been expanded and the requirement will now be known as interpersonal violence education. Interpersonal violence education includes the following subject matter: domestic violence; stalking; repeat violence; dating violence; child abuse; child neglect; abuse of vulnerable adults; human trafficking; animal cruelty; workplace violence; physical and emotional safety and security; trauma informed responses; suicide prevention, awareness and risk factors; and self-harm (not suicidal).

Learning Objectives:

(1) Discuss the needs of children and the effect of divorce on their relationships with their mother, father, step families, siblings and others in the family relationship.

(2) Discuss the impact the mediation process can have on the children’s well-being and behavior and recognize when and how to involve children in mediation.

(3) Identify child(ren)’s developmental stages and how they relate to divorce and parenting arrangements.

(4) Identify the impact of parental conflict on children’s well-being and the parental alienation syndrome.

(5) Assist parties in developing options for different parenting arrangements which consider the needs of the child(ren) and each parent’s capacity to parent.
(6) Identify the indicators of child abuse and/or neglect.

(7) Recognize the mandatory reporting requirements pursuant to Florida law which may apply when an individual becomes aware of possible abuse, neglect or abandonment of a child or abuse, neglect, or exploitation of a vulnerable adult.

(8) Identify factors which may indicate the presence of domestic violence.

(9) Identify domestic violence lethality indicators.

(10) Identify safety issues before, during and after mediation for victims of domestic violence and their families.

(11) Recognize the impact domestic violence and abuse has on the parties and their capacity to participate meaningfully in the mediation session.

(12) Discuss how to assess whether domestic violence is present.

(13) Explain how to screen cases for domestic violence issues which may compromise the self-determination of one of the parties.

(14) Recognize the statutory constraints of mediating cases where domestic violence exists.

(15) Discuss ethical considerations of mediating when domestic violence may compromise safety, self-determination, or the mediation process.

(16) Recognize the issue of confidentiality as it relates to child abuse, neglect and abandonment, domestic violence advocate-victim privilege, domestic violence centers, vulnerable adult, abuse, neglect or exploitation, and the safety of the victim.

12:30 – 1:30 p.m.  LUNCH

1:30 – 4:15 p.m.  Standards of Conduct / Ethics and Ethical Considerations in Mediating Family Law Cases  Ana Cristina Maldonado

Learning Objectives:
(1) Identify potential ethical dilemmas.

(2) Discuss appropriate courses of action when confronted with an ethical dilemma.

(3) Identify acts specifically required and acts specifically prohibited by the Florida Rules for Certified and Court-Appointed Mediators.

(4) Recognize that it is more important for the mediator to conduct the mediation process consistent with the Standards of Professional Conduct for Mediators then it is for the parties to settle their case.

(5) Discuss the mediator’s obligations regarding impartiality.

(6) Discuss the mediator’s obligation to be neutral with regard to the outcome of the mediation.

(7) Explain when a mediator shall adjourn or terminate.

(8) Recognize the statutory constraints of mediating cases where domestic violence exists.

(9) Discuss the mediator’s ethical responsibilities with respect to confidentiality.

(10) Discuss ethical considerations of mediating when domestic violence may compromise safety, self-determination, or the mediation process.
(11) Recognize the issue of confidentiality as it relates to child abuse, neglect and abandonment, domestic violence advocate-victim privilege, domestic violence centers, vulnerable adult, abuse, neglect or exploitation, and the safety of the victim.

(12) Explain the interplay between other professional standards and the Florida Rules for Certified and Court-Appointed Mediators.

(13) Recognize that a mediator may provide information that the mediator is qualified by training or experience to provide only if such can be done in a manner consistent with the standards of mediator impartiality and the preservation of party self-determination.

(14) Recognize that a mediator shall not offer a personal or professional opinion intended to coerce the parties, unduly influence the parties, decide the dispute, direct a resolution of any issue or indicate how the court in which the case has been filed will resolve the dispute.

(15) Recognize that a mediator may point out possible outcomes of the case and discuss the merits of a claim or defense only if consistent with standards of mediator impartiality and preservation of party self-determination.

(16) Discuss the mediator’s ethical obligations regarding advertising and billing practices.

(17) Explain how a mediator shall decline an appointment, withdraw or request appropriate assistance when the facts and circumstances of the case are beyond the mediator’s skill or experience.

(18) Explain how a mediator shall respect the roles of other professional disciplines in the mediation process and shall promote cooperation between mediators and other professionals.

(19) Recognize how a mediator shall promote awareness by the parties of the interest of persons affected by actual or potential agreements who are not represented at mediation.

(20) Explain the grievance procedure contained in the Florida Rules for Certified and Court-Appointed Mediators.

(21) Discuss the ethical and practical ramifications involved when the mediator writes the agreement.

(22) Recognize that a mediator shall discuss with the parties and counsel the process for formalization and implementation of the agreement and ensure that the terms of any agreement be memorialized appropriately.

(23) Explain a mediator’s ethical duty to inform mediation parties and participants that mediation is a consensual process; that the mediator is an impartial facilitator without the authority to impose a resolution or adjudicate any aspect of the dispute; and communications made during the process are confidential except where disclosure is required or permitted by law.

(24) Recognize that upon commencement of the mediation session, a mediator shall describe the mediation process and the role of the mediator.

(25) Recognize when and how to use outside experts effectively or how to assist the parties in deciding on appropriate community resources.

(26) Identify when a mediator shall advise the parties of the right to seek independent legal counsel.

(27) Identify when a mediator shall adjourn or terminate mediation.

(28) Recognize the ethical issues that arise when some parties, participants or representatives repeatedly participate in mediation.

4:15 - 4:30 p.m. BREAK

4:30 – 5:30 p.m. Ethics – MEAC Opinions

5:30 - 5:45 p.m. Homework Assignment and Dismissal

Ana Cristina Maldonado

Ana Cristina Maldonado
## DAY THREE

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lecturer</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 – 10:00 a.m.</td>
<td>PEACE</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td></td>
<td>Family Financial Affidavits</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Financial Issues</td>
<td></td>
</tr>
<tr>
<td>Learning Objectives:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(1)</td>
<td>Identify sources of information necessary for parties to complete a financial affidavit.</td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td>Complete a financial affidavit.</td>
<td></td>
</tr>
<tr>
<td>10:00 – 10:15 a.m.</td>
<td>BREAK</td>
<td></td>
</tr>
<tr>
<td>10:15 – 12:15 p.m.</td>
<td>Equitable Distribution</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>Learning Objectives:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3)</td>
<td>Explain the significance of asset valuation issues (e.g., valuation date; cost basis; future tax liabilities; and valuation basis,)</td>
<td></td>
</tr>
<tr>
<td>(4)</td>
<td>Discuss the importance of full financial disclosure.</td>
<td></td>
</tr>
<tr>
<td>(5)</td>
<td>Explain the significance of business valuation issues (e.g., businesses; sole proprietorships; partnerships; and corporations,)</td>
<td></td>
</tr>
<tr>
<td>(6)</td>
<td>Explain the significance of tax issues relating to dependency exemptions; sale of marital residence; earned income tax credit; transfers of stock or property; legal expenses; innocent spouse rule; filing status issues; life insurance products; property transfer rules; alimony; and pensions and retirement plans.</td>
<td></td>
</tr>
<tr>
<td>(7)</td>
<td>Explain the significance of valuation and division issues relating to pension and retirement plans, including, but not limited to, the use of Qualified Domestic Relation Order (QDRO) and its implications.</td>
<td></td>
</tr>
<tr>
<td>(8)</td>
<td>Explain the issues of valuation of life insurance for equitable distribution purposes.</td>
<td></td>
</tr>
<tr>
<td>(9)</td>
<td>Discuss the role of life insurance to secure support.</td>
<td></td>
</tr>
<tr>
<td>(10)</td>
<td>Calculate child support based on child support guidelines and consideration of additional economic needs of children.</td>
<td></td>
</tr>
<tr>
<td>(11)</td>
<td>Identify different types of financial experts and resources.</td>
<td></td>
</tr>
<tr>
<td>12:15 – 1:15 p.m.</td>
<td>LUNCH</td>
<td></td>
</tr>
<tr>
<td>1:15 - 3:45 p.m.</td>
<td>Florida Family Law</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>Learning Objectives:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(1)</td>
<td>Identify issues of geographic relocation.</td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td>Identify issues of equitable distribution.</td>
<td></td>
</tr>
<tr>
<td>(3)</td>
<td>Identify issues of shared and sole parental responsibility laws.</td>
<td></td>
</tr>
<tr>
<td>(4)</td>
<td>Identify issues of parenting plan including time sharing schedule.</td>
<td></td>
</tr>
</tbody>
</table>
(5) Identify issues of child support and child support guidelines.

(6) Identify issues of spousal support.

(7) Identify issues of grandparent rights.

(8) Identify issues of domestic violence.

(9) Identify issues of abuse and neglect.

(10) Identify issues of paternity.

3:45 - 4:00 p.m.   BREAK

4:00 - 5:00 p.m.   Diversity Issues   Ana Cristina Maldonado

Learning Objectives:
(1) Recognize personal biases, prejudices and styles which are the product of one's background and personal experiences and which may impact the mediation.

(2) Develop an awareness of and techniques for addressing cultural, racial, ethnic, age, gender, religious, sexual orientation, socio-economic and disability issues which may arise in mediation or affect the parties' negotiation style, ability or willingness to engage in mediation.

(3) Develop an awareness that people differ in how they make decisions, how they process information and how they communicate.

5:00 - 5:45 p.m.   Homework Assignment and Dismissal   Ana Cristina Maldonado
Barbara Peterson
<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lecturer</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 - 9:30 a.m.</td>
<td>Role Play 1</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>9:30 - 9:50 a.m.</td>
<td>Role Play Debriefing</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>9:50 - 10:05 a.m.</td>
<td>BREAK</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>10:05 - 11:05 a.m.</td>
<td>Role Play 2</td>
<td>Ana Cristina Maldonado</td>
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<tr>
<td>11:05 - 11:25 a.m.</td>
<td>Role Play Debriefing</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>11:25 - 12:25 p.m.</td>
<td>Role Play 3</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>12:25 - 12:45 p.m.</td>
<td>Role Play Debriefing</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>12:45 - 1:30 p.m.</td>
<td>LUNCH</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>1:30 - 2:30 p.m.</td>
<td>Role Play 4</td>
<td>Ana Cristina Maldonado</td>
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<tr>
<td>2:30 - 2:50 p.m.</td>
<td>Role Play Debriefing</td>
<td>Ana Cristina Maldonado</td>
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<tr>
<td>2:50 - 3:05 p.m.</td>
<td>BREAK</td>
<td>Ana Cristina Maldonado</td>
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<tr>
<td>3:05 - 4:05 p.m.</td>
<td>Role Play 5</td>
<td>Ana Cristina Maldonado</td>
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<tr>
<td>4:05 - 4:25 p.m.</td>
<td>Role Play Debriefing</td>
<td>Ana Cristina Maldonado</td>
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<td>4:25 - 5:25 p.m.</td>
<td>Role Play 6</td>
<td>Ana Cristina Maldonado</td>
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<tr>
<td>5:25 - 5:45 p.m.</td>
<td>Role Play Debriefing</td>
<td>Ana Cristina Maldonado</td>
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**DAY FIVE**

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lecturer</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-11:15 a.m.</td>
<td>Finalizing Issues; Closure (Written Communications); beginning to concretize the agreement; partial-full agreements and ethical constraints</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Darlene Gimble</td>
</tr>
</tbody>
</table>

*Learning Objectives:*
(1) Explain the consequences of a full or partial mediated agreement as well as the lack of an Agreement.
(2) Identify and demonstrate techniques to conclude a mediation.

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lecturer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Writing the Agreement and Writing Exercise (Written Communications)</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Darlene Gimble</td>
</tr>
</tbody>
</table>

*Learning Objectives:*
(1) Demonstrate how to record the parties' agreement.
(2) Discuss the ethical and practical ramifications involved when the mediator writes the agreement.
(3) Recognize that a mediator shall discuss with the parties and counsel the process for formalization and implementation of the agreement and ensure that the terms of any agreement be memorialized appropriately.

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Lecturer</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:15 - 11:30 a.m.</td>
<td>BREAK</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>11:30 – 12:45 p.m.</td>
<td>Ethics; Review of Standards and Rules; Confidentiality; power imbalances; fairness</td>
<td>Ana Cristina Maldonado</td>
</tr>
<tr>
<td>12:45 – 1:30 p.m.</td>
<td>LUNCH</td>
<td></td>
</tr>
<tr>
<td>1:30 – 3:00 p.m.</td>
<td>Additional mediation process and techniques</td>
<td>Ana Cristina Maldonado</td>
</tr>
</tbody>
</table>

*Learning Objectives:*
(1) Recognize techniques for mediating with a self-represented party.
(2) Identify appropriate techniques for mediating when persons not required to attend are present in mediation.
(3) Identify appropriate techniques for mediating when one or more parties are not physically present but participate in the mediation.
(4) Describe techniques for mediating when all parties are self-represented, some parties are self-represented, or all parties are presented by counsel.
(5) Identify and demonstrate techniques a mediator may use to assist a party to reconsider his or her position.
(6) Identify and demonstrate techniques to conclude a mediation.
(7) Identify techniques to address unresolved issues.
(8) Explain when and how to use caucuses.
(9) Discuss the dynamics of mediating when one or more parties, participants, or representatives repeatedly participates in mediation.

(10) Identify appropriate techniques for handling difficult or dangerous situations.

(11) Describe techniques for addressing situations where there is a language barrier and for appropriately utilizing the services of an interpreter in mediation.

(12) Recognize when and how to use experts.

(13) Identify appropriate courses of action when confronted with substance abuse during the mediation session.

3:00 – 3:15 p.m. BREAK

3:15 – 4:15 p.m. The Business of Mediation and Ethical Implications Ana Cristina Maldonado

Learning Objectives:
(1) Discuss the mediator's ethical obligations regarding advertising and billing practices.

4:15 – 4:45 p.m. Community Resources and Referral Process Ana Cristina Maldonado Darlene Gimble

Learning Objectives:
(1) Develop a list of the types of resources which may be available for domestic violence situations.

(2) Recognize the potential value of utilizing outside resources.

4:45 – 5:45 p.m. Wrap up and Closing Ana Cristina Maldonado Jessica Lassman Geller Darlene Gimble

FMTC Family Agenda 2/21
VII. Approval of She is Fierce Training Membership for ELC of North Florida Staff and Board Members*

*ACTION ITEM
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>Approval of She is Fierce Training Membership for ELC of North Florida Staff and Board Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reason for Recommended Action</td>
<td>She is Fierce Training Membership for ELC of North Florida $5,000 which will be open to staff and board for trainings as well as outreach events. If this is not done, the following would occur: Staff and Board would miss out on many training opportunities in leadership as well as outreach events to promote the ELC and the VPK programs.</td>
</tr>
<tr>
<td>How the Action will be accomplished</td>
<td>Board Approval</td>
</tr>
</tbody>
</table>

Early Learning Coalition of North Florida, Inc.
CUSTOMIZED PARTNERSHIP 2021
SHE IS—
fierce!

Connecting Established Leaders + Women on the Rise!

Our Market:
- Women, 25-54+
- College or Graduate degree
- Household Income: $75k+
- Entrepreneurs and Business Leaders

Partnership Results:
- Protect the reputation and integrity of your brand
- Increased productivity and job satisfaction
- Recruitment benefit for potential employees
- Retention of talented and experienced employees
- Establishment of a positive platform for women to grow into leadership roles
- Maximize professional development enthusiasm

904.315.8833 | INFO@SHEISFIERCEHQ.COM
WHAT WE DO

SOLD-OUT LIVE EVENTS
ONLINE MEDIA PLATFORM
TV & RADIO PARTNERSHIPS
AN ENGAGED GLOBAL MEMBERSHIP

DIGITAL MARKETING PARTNERSHIPS

Access our network of 150,000+ women between 25 – 54+ with an income of $75K+

Highlight your brand’s products and services in organic marketing campaigns that both benefit our audience and create brand affinity.

Access to internationally award-winning She Is Fierce! creative team - a vibrant resource for your marketing & leadership team.

EVENT MARKETING + TICKET PACKAGES

Branding, Company Participation, and Tickets to Sold-Out Live Events

Promotional space and recognition at our live speaker events, the She Is Fierce! Summit, meetups and the opportunity to highlight YOUR remarkable female leaders.

SPEAKING + WORKSHOPS

Dynamic In-House Events • Training for companies’ senior leadership and rising leaders

Personal Branding
Confidence
Leadership
Communications
Stress Management
Customized Training

International Training Partners:

904.315.8833 | INFO@SHEISFIERCEHQ.COM
CUSTOMIZED PARTNERSHIP BENEFITS

INCLUDES NONPROFIT STATUS AT ALL NORTH FLORIDA EVENTS

- Networking, inspirational, and hands-on development content

- Programming around pursuing professional success, confidence, wellness, and self-care

- High-level Keynote Speakers

- Panels and Small Group Coaching sessions in professional skills and wellness

- Groups of corporate women and open ticketing for other non-corporate attendees

TICKET PACKAGES for all in-person and virtual events:

- Business Leaders Retreat: April 30, 2021

- Women’s Wednesday at The Treasury on the Plaza: June 9, 2021

- Success Summit in St. Augustine: Sept. 22-24, 2021

- Virtual Corporate Workshops for Partners

- Pop-Up Networking & Community Events

SUPPORTING BUSINESSES & NONPROFITS

Event Package Benefits:

- Dedicated Table Space reserved for ELC employees and guests at North Florida events

- Access for one ELC Board Member to the She Is Fierce! CEO Mastermind Circle - a 12-month coaching program for professional leaders

- Logo display and marketing table space at all events, including call-outs for volunteers and donations

- Opportunities to promote ELC services via She Is Fierce! platforms and public relations across TV, radio and print partnerships

- Access to virtual and in-person professional development programming throughout the year
BENEFITS OVERVIEW

- **Dedicated Table Space reserved for ELC** employees and guests at North Florida events

- **Access for one ELC Board Member to the She Is Fierce! CEO Mastermind Circle** - a 12-month coaching program for professional leaders ($3,000 value)

- **Logo display and marketing table** space at all events, including call-outs for volunteers and donations

- **Opportunities to promote ELC services** via She Is Fierce! platforms and public relations across TV, radio and print partnerships

- **Access to virtual and in-person professional development programming** throughout the year

**Total Value:** $15,000

**Less ELC Nonprofit Special Rate:** $10,000

**Total Cost:** $5,000
INVOICE

BILL TO
Early Learning Coalition of North Florida

INVOICE # 1667
DATE 03/31/2021
DUE DATE 04/30/2021

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<th>DESCRIPTION</th>
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<th>RATE</th>
<th>AMOUNT</th>
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<td>Chapter Annual Partnerships:Chapter Annual Partnerships</td>
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<td>5,000.00</td>
<td>5,000.00</td>
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</table>

BALANCE DUE $5,000.00
VIII. Retro Approval of (Effective April 1, 2021) of the Contract Amendment to Media/Graphic Design Provider Contract Amy Lyn D’Alesio, Sole Proprietor of Creative Types*

*ACTION ITEM*
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>Retro Approval (Effective April 1, 2021) of the Contract Amendment to Media/Graphic Design Provider Contract Amy Lyn D’Alesio, Sole Proprietor of Creative Types</th>
</tr>
</thead>
</table>
| Reason for Recommended Action | THIS AMENDMENT, entered into between the Early Learning Coalition of North Florida Inc. hereinafter referred to as the Coalition, and Amy Lyn D’Alesio hereinafter referred to as the Contractor, amends the 2020-2021 Media/Graphic Design Provider Contract with Amy Lyn D’Alesio (Creative Types), as follows:  

Page 2 of Contract: Currently States: *Fees & Terms: Marketing/ Ad Graphics Contracted Service not to exceed 200 hours @ $60/hr. Not to exceed $12,000 annually.*  

**Amendment:** *Fees & Terms: Marketing/ Ad Graphics Contracted Service not to exceed 300 hours @$60/hr. Not to exceed $18,000 annually.*  

THIS AMENDMENT shall begin on April 1, 2021. |
| How the Action will be accomplished | Board Approval, then OEL Approval. |
Amendment to Media/Graphic Design Provider Contract Amy Lyn D’Alesio, Sole-Proprietor (Creative Types)

THIS AMENDMENT, entered into between the Early Learning Coalition of North Florida Inc. hereinafter referred to as the Coalition, and Amy Lyn D’Alesio hereinafter referred to as the Contractor, amends the 2020-2021 Media/Graphic Design Provider Contract with Amy Lyn D’Alesio (Creative Types), as follows:

Page 2 of Contract: Currently States: Fees & Terms: Marketing/ Ad Graphics Contracted Service not to exceed 200 hours @ $60/hr. Not to exceed $12,000 annually.

**Amendment:** Fees & Terms: Marketing/ Ad Graphics Contracted Service not to exceed 300 hours @ $60/hr. Not to exceed $18,000 annually.

THIS AMENDMENT shall begin on April 1, 2021.

All provisions in the contract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the contract.

This amendment is hereby made a part of the contract.

IN WITNESS WHEREOF, the parties hereto have caused this amendment to be executed by their officials thereunto duly authorized.

EARLY LEARNING COALITION OF NORTH FLORIDA

NAME:________________________________________TITLE:________________________

SIGNATURE: ___________________________________________ DATE: ______________

AMY LYN D’ALESIO (CREATIVE TYPES)

NAME: Amy Lyn D’Alesio  TITLE: President

SIGNATURE: _________________________________________ DATE: _________________
IX. Review of Board Membership

INFORMATIONAL
<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Term Start Date</th>
<th>Term End Date</th>
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<tbody>
<tr>
<td><strong>BAKER</strong></td>
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<tr>
<td>Total Private Sector</td>
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<td><strong>BRADFORD</strong></td>
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<tr>
<td>Total Private Sector</td>
<td>BRADFORD</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CLAY</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Governor Appointee Private Sector</td>
<td>Ron Coleman</td>
<td>November 22, 2013</td>
<td>April 30, 2016</td>
</tr>
<tr>
<td>Governor Appointee Private Sector</td>
<td>*Brian H. Graham</td>
<td>May 14, 2015</td>
<td>April 30, 2019</td>
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<tr>
<td>Private Sector</td>
<td>Vina Delcomyn</td>
<td>September 2020</td>
<td>September 2024</td>
</tr>
<tr>
<td>Total Private Sector</td>
<td>CLAY</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td><strong>NAHSAU</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>District Superintendent of Schools or Designee</td>
<td>Kristi Simpkins</td>
<td>December 2013</td>
<td>December 2021</td>
</tr>
<tr>
<td>Total Private Sector</td>
<td>NASSAU</td>
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<td><strong>PUTNAM</strong></td>
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</tr>
<tr>
<td>Representative of Programs for Children with Disabilities under the Federal Individuals with Disabilities Education Act</td>
<td>Marsha Hill</td>
<td>March 2018</td>
<td>March 2022</td>
</tr>
<tr>
<td>County Health Department Director or Designee</td>
<td>Vacant</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ST. JOHNS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Member Appointed by Bd. of County Commissioners or the Governing Board of a Municipality</td>
<td>Christian Whitehurst</td>
<td>March 2021</td>
<td>March 2025</td>
</tr>
<tr>
<td>Head Start Director</td>
<td>Brian McElhone</td>
<td>July 2017</td>
<td>July 2021</td>
</tr>
<tr>
<td>Governor Appointee Private Sector CHAIR</td>
<td>Vacant, Chair</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Private Sector</td>
<td>Mike Siragusa</td>
<td>September 2018</td>
<td>September 2022</td>
</tr>
<tr>
<td>Private Sector</td>
<td>Michelle Jonihakis</td>
<td>December 2018</td>
<td>December 2022</td>
</tr>
<tr>
<td>Private Sector</td>
<td>Kyle Gammon</td>
<td>September 2019</td>
<td>September 2023</td>
</tr>
<tr>
<td>Total Private Sector</td>
<td>ST. JOHNS</td>
<td>3</td>
<td></td>
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<tr>
<td><strong>MULTI COUNTIES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DCF Regional Administrator or Designee</td>
<td>Charles Puckett</td>
<td>December 2018</td>
<td>December 2022</td>
</tr>
<tr>
<td>Regional Workforce Board Executive Director or Designee</td>
<td>*Renee Williams, (Baker, Clay, Nassau, Putnam, St. Johns)</td>
<td>September 2014</td>
<td>September 2022</td>
</tr>
<tr>
<td>President of a Florida College System or Designee</td>
<td>* Dr. Myrna Allen, Treasurer</td>
<td>September 2014</td>
<td>September 2022</td>
</tr>
</tbody>
</table>

Early Learning Coalition of North Florida, Inc.
### Representative of Private For-Profit Child Care Providers

<table>
<thead>
<tr>
<th>Name</th>
<th>County</th>
<th>Term Start</th>
<th>Term End</th>
</tr>
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<tbody>
<tr>
<td>Patricia Tauch</td>
<td>Clay County</td>
<td>January 2019</td>
<td>January 2023</td>
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### Representative of Faith Based Child Care Providers

<table>
<thead>
<tr>
<th>Name</th>
<th>County</th>
<th>Term Start</th>
<th>Term End</th>
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</thead>
<tbody>
<tr>
<td>Theresa Little,</td>
<td>(Putnam, St. Johns)</td>
<td>December 7, 2016</td>
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### Central Agency Administrator

<table>
<thead>
<tr>
<th>Name</th>
<th>County</th>
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<tbody>
<tr>
<td>Teresa Matheny</td>
<td>(All Counties)</td>
<td>September 21, 2016</td>
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### Private Sector

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
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<tbody>
<tr>
<td>Secretary</td>
<td>Aubrie Simpson Gotham</td>
<td>St. Johns</td>
<td>December 2018</td>
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### Private Sector

<table>
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<tr>
<th>Role</th>
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<th>County</th>
<th>Term Start</th>
<th>Term End</th>
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<tr>
<td>Vice Chair</td>
<td>Joy Stanton</td>
<td>(St. Johns)</td>
<td>March 2020</td>
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### Private Sector

<table>
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<tr>
<th>Role</th>
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<th>County</th>
<th>Term Start</th>
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<tbody>
<tr>
<td></td>
<td>Whitney Kersey Graves</td>
<td>St. Johns</td>
<td>March 2021</td>
<td>March 2025</td>
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</table>

### Combined Total Private Sector (Must comprise MORE THAN 1/3 of total Board Membership):

- **3**

### Total Private Sector

- **19**

### Second 4 year term

- **Ron Coleman**- Governor appointee for the private sector has filed paperwork with the Governor’s office for approval of a second term. I received word that Ron is approved, just waiting on documentation.

- **Nancy Pearson**- Governor appointee for the private sector has retired effective April 30, 2021. We are working with the Governor’s office for approval of a new Board Chair appointee.

- **Dr. Myrna Allen**- Term date is September 2018; she has served one term and has been reappointed as the Designee by President Joe Pickens of St. Johns River State College to serve a second term. The Board approved Dr. Allen’s second term on the September 19, 2018 meeting. Dr. Allen’s second term expires September 2022. (President of a Florida College system designee)

- **Renee Williams**- Term date is September 2018; she has served one term and has been reappointed for a second term as the Designee by President Bruce Ferguson of the Regional Workforce Board. The Board approved R. Williams second term on the September 19, 2018 meeting. R. Williams second term expires September 2022. (Regional Workforce Board Executive Director or Designee)


- **Theresa Little**- 1st term expired December 2020. The Board will vote on approval for a second term at the March 10, 2021 Board Meeting.
- **Mandatory Seats:** All mandatory seats have been filled with the exception of one, Mary Garcia has resigned from the Board and we will have a new Designee from the Putnam County Health Department, Jessica Bishop approved at the June 9, 2021 Board meeting.

- **Combined Total Private Sector** (*Must be comprised of MORE THAN 1/3 of total Board Membership*): \( \frac{1}{3} \) of 19 = 47%. We currently have 9 private sector members.

- **Total Membership:** 15 to 30 members. We currently have 19 board members.
X. Committee Absenteeism Log

INFORMATIONAL
X = Attended

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<tr>
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XI. Committee Comment

XII. Next Meetings:

• Board Meeting–
  June 9, 2021; 10:30 a.m. Renaissance Resort at World Golf Village Convention center

• Exec/Admin – August 4, 2021; 10:30 a.m. Conference Call

XIII. Adjournment*

* ACTION ITEM