

Escambia Children’s Trust Board of Directors Meeting

October 10, 2023, at 9:00 AM

Open to the public at the Board of County Commissioners Chambers
Ernie Lee Magaha Bldg., 221 Palafox Place, Pensacola, FL 32502

MINUTES

Meeting Title:	Escambia Children’s Trust Board of Directors Meeting		
Date:	October 10, 2023	Time:	9:00 AM
Location:	221 Palafox Place, Pensacola, FL 32502		
Chair:	Tori Woods	Scribe:	Alma Ellis
Participants:	<p>Board Members: Tori Woods, David Williams, Dr. Rex Northup, David Peaden, Stephanie White, Keith Leonard; Honorable R. Todd Harris</p> <p>Staff/advisors: Tammy Greer, Executive Director; Tammy Abrams, Director of Finance and Operations; Alma Ellis, Board Liaison/Administrative Specialist, Dr. Kimberly Krupa, Director of Programs and Performance, Richard Stone, Program and Research Coordinator, Michael Moore, Community Engagement Coordinator, Meredith Bush, Esq., Legal Counsel</p>		
Not Present:	Tina Cain, Commissioner Lumon May		

- **Call To Order 9:00 AM**
- **Approval of Agenda**
 - Mr. Peaden moved to approve the agenda; Dr. Northup seconded, all in favor, Agenda approved.
- **Approval of Minutes**
 - Motion made by Mr. Peaden to approve the Minutes of the September 12, 2023 Regular Board Meeting; Dr. Northup seconded. All in favor. Minutes approved.
 - Dr. Northup motioned to approve the Minutes of the September 12, 2023, Preliminary TRIM and Budget Meeting. Mr. Peaden seconded. All in favor. Minutes approved.
 - Ms. White motioned to approve the Minutes of the September 26, 2023, Final TRIM and Budget Meeting. Mr. Peaden seconded. All in favor. Minutes approved.
- **Treasurer’s Report**
 - Mr. Peaden provided the Treasurer’s Report for month ending August 31, 2023; with no objections, the financial statement will be filed for audit.
- **Strategic Plan Update**
 - Ms. Mona Amadeo provided the final 2024-2027 Strategic Plan. All were in favor to approve Strategic Plan.
- **Executive Director’s Report**
 - Ms. Abrams provided the Interim Executive Director’s Report. (Full report on ECT website video)
- **Public Comment Regarding Action Items** (see video on website)

- **Business**

Operations

A. Executive Director Search Update

As requested, Board members brought their recommendations for the Executive Director Application Vetting Committee. Recommendations are as follows:

- Carolyn Appleyard
- Patty Hightower
- Pastor Marcel Davis
- Ted Kirchharr
- Reggie Dogan

Ms. White motioned to approve the committee; Dr. Northup seconded, all in favor, Executive Director Vetting Committee approved.

Mr. Peaden moved for Ms. Appleyard to head up the committee, Ms. White seconded, all in favor. Ms. Appleyard will head the committee.

Ms. Woods reviewed the expectations of the committee which include reviewing applications and passing along the top ten candidates to the Board.

B. Audit Services:

Recommendation: Staff recommends approval of Resolution 2023-27 to allow Interim Executive Director to begin contract negotiations with Warren Averett for Audit Services for fiscal year 2023 with renewal options for 2024 and 2025.

Mr. Peaden motioned to approve Resolution 2023-27, Ms. White seconded, all in favor, Resolution 2023-27 approved.

C. Additional Duties:

Recommendation: The Personnel Committee recommends combining the program monitoring duties of the Program and Quality Assurance Specialist position with the current duties of the Board Liaison/Administrative Specialist to ensure active funded programs are being monitored as required by contract.

Dr. Northup motioned to approve, Mr. Peaden seconded, all in favor, recommendation approved.

D. Early Learning Coalition Board Designee

Ms. White motioned for Ms. Abrams to represent ECT on the ELC Board, Mr. Peaden seconded, all in favor. Ms. Abrams will be the ECT representative on the ELC Board of Directors effective immediately. Ms. Abrams will notify Mr. Watson with Early Learning Coalition.

Ms. Hightower motioned to approve, Mr. Peaden seconded, all in favor, recommendation approved.

E. New Lease Agreement:

Recommendation: Staff recommends approval of Resolution 2023-23 for Interim Executive Director to enter into a new lease agreement with District Board of Trustees of Pensacola State College for office space, as presented.

F. Vice-Chair Nomination and Vote

Mr. Peaden nominated Mr. Williams to the position of Vice-Chair for the remainder of 2023. Ms. White seconded, all in favor, Mr. Williams voted in as Vice-Chair for the remainder of 2023.

G. Committee Appointments

- Ms. Woods appointed Ms. Cain to the Policy and Bylaws Committee.
- Mr. Williams was appointed to the Program Committee and to the Finance/Operations Committee
- Dr. Northup was appointed to the Finance/Operations Committee.

Programs *(No Action Items)*

- Legal Report (Meredith Bush, Esq.) – No report
- Public Comments* Regarding Non-Action Items – *(see video on website)*
- Board Comments (None)
- Adjournment 10:09 AM

Tori Woods, Chair *(Signature)*

Date: