

Interoffice Memorandum



June 5, 2017

AGENDA ITEM

TO: Mayor Teresa Jacobs
and
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C. Bell*
Family Services Department

FROM: Sonya L. Hill, Manager *Sonya L. Hill*
Head Start Division
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: Application for Federal Assistance related to
Cost-of-Living Adjustment (1%) FY 2017
BCC Meeting 6/20/17 Consent Agenda/All Districts

The Head Start Division requests Board approval of the Application for Federal Assistance related to Cost-of-Living Adjustment (COLA) between the Department of Health and Human Services, Administration for Children and Families, Office of Head Start and Orange County. COLA funds in the estimated amount of \$126,114 will be used to offset higher operational costs. Head Start will purchase computer equipment and tablets for children to ensure that the program has upgraded technology in the classrooms. In addition, funds will be used for nutritional food and supplies, which ensures that children receive the USDA minimum daily nutritional requirements and engage in classroom nutritional activities. The non-federal match of \$25,223 is derived from the county and in-kind contributions.

The Application for Federal Assistance includes a Compendium of required Certifications and Assurances for non-construction programs, Certifications regarding Lobbying for Contracts, Grants, Loans and Cooperative Agreements; Certification regarding compliance with Compensation Cap (Level II of the Executive Schedule); Certification of Filing and Payment of Federal Taxes; and Employee Compensation Cap Compliance Assurance. The term of the grant is from October 1, 2016 through September 30, 2017. The Head Start Policy Council approved the COLA grant at their meeting on June 5, 2017.

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Application for Federal Assistance, Cost- of-Living Adjustment
June 5, 2017

ACTION REQUESTED: Approval of Orange County Head Start Program Application for Federal Assistance related to Cost- of-Living Adjustment (1%) FY2017 between Orange County and Department of Health and Human Services, Administration for Children and Families, Office of Head Start in the estimated amount of \$126,114 to offset higher operational costs for the Head Start Program; and approval and execution of (1) Certification of Filing and Payment of Federal Taxes; and (2) Employee Compensation Cap Compliance Assurance.

SH/kp

Attachments

C: Randy Singh, Assistant County Administrator, County Administrator's Office
Wanzo Galloway, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda Brown, Manager, Fiscal Division, Family Services Department
Jamillem Clemens, Grants Supervisor, Finance Division
Patria Morales, Grants Coordinator, Office of Management & Budget

BCC Mtg. Date: June 20, 2017

ORANGE COUNTY HEAD START PROGRAM
APPLICATION FOR FEDERAL ASSISTANCE RELATED TO
COST -OF-LIVING ADJUSTMENT (1%) FY 2017

Budget Narrative

October 1, 2016 through September 30, 2017

Orange County , the non-federal entity, is proposing to use Cost-of-Living Adjustment (COLA) (1%) funds, in the amount of \$126,114, to cover the higher cost of operational expenses.

Orange County Head Start (OCHS) is requesting permission to utilize COLA to offset higher operational cost as detailed in the budget. All Orange County employees received a 3.5% salary increase during October 2016. County employees are also scheduled to receive a 3.5% COLA salary adjustment in October 2017. All salaries are at a competitive wage, according to the wage study completed by Orange County Government and the Florida Head Start Association.

OCHS plans to use COLA funds to purchase computer equipment and tablets for the classrooms. This will ensure that the children have upgraded technology in the classrooms. We are now living in a cutting-edge digital era. Therefore, upgraded technology is essential in early learning classrooms to optimize opportunities for children's cognitive, social, emotional and linguistic development. Furthermore, teachers can improve program quality through leveraging and integrating new technology and

interactive media in classroom activities, which benefits children with new learning experiences.

OCHS will utilize funds to replace printers in the classrooms that are over seven (7) years old. In addition, funds will be used to replace computer monitors in the classrooms and office. OCHS existing monitors are old and not up-to-date with current technology. Eighty two (82) additional iPads will be purchased for the classroom to support education applications used and enjoyed by Head Start students. Below is a chart that provides details:

Amount Allocated	Description	Items	Cost
\$11,460.00	Computer Equipment	12 Local printer replacements for old printers in the classroom. 51 Replacement Computer Monitors	\$11,460.00
\$36,900.00	iPads	82 Additional iPads for the Classroom	\$36,900.00

OCHS will use funds to support Meals and Nutritional Activities. Currently, the County receives grant funds from the Florida Department of Health, Child Care Food Program (USDA Food Program). However, the program is currently operating in a deficit. The Florida Child Care Food Program will not reimburse the program for 100% of costs. Therefore, a portion of these funds will be used to cover food and nutritional activities, which will ensure compliance with USDA minimum daily nutritional requirements and federal performance standards.

Below is a chart that provides details for the meals and nutrition activities.

\$74,850.00	Food and Dietary	Meals	
		15,000 Breakfast	\$18,150.00
		15,000 Lunch	\$46,650.00
		15,000 Snack	\$10,050.00
\$2,904.00	Food and Dietary	Nutrition Activities	\$2,904.00

The non-federal match in the amount of \$25,223 is derived from the county and in-kind contributions.



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | Region IV | 61 Forsyth Street, Suite 4M60, Atlanta, GA 30303 | www.eclkc.ohs.acf.hhs.gov

May 31, 2017

Teresa Jacobs, Mayor
Orange County Board of Commissioners
201 S Rosalind Ave
Orlando, FL 32801

Re: Grant No. 04CH010230

Dear Hon. Jacobs:

The Consolidated Appropriations Act, 2017, contains an increase of approximately \$85 million for programs under the Head Start Act for Fiscal Year (FY) 2017. A portion of the increase provides a cost-of-living adjustment (COLA) of 1.0 percent, depending on final funding decisions, to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating costs.

The following table reflects the amount of the COLA for the Head Start and/or Early Head Start programs in FY 2017.

Common Accounting Number (CAN)	COLA Amount
Head Start Program Operations	\$126,114
Early Head Start Program Operations	
TOTAL	\$126,114

Submission Requirements

Program Instruction ACF-PI-HS-17-02, dated May 12, 2017, informed Head Start and Early Head Start grantees and delegate agencies of the intended uses of these funds and announced the opportunity for grantees to apply for the funds. Please review the Program Instruction carefully to ensure your supplemental application meets the requirements for funding and contains all of the necessary information.

The supplemental application is due June 30, 2017 and must be submitted in the Head Start Enterprise System (HSES) at <https://hses.ohs.acf.hhs.gov/hsprograms>. Please select the Financials tab, Application tab, Fiscal Year 2017 and the budget period to add the 'Supplement' amendment type. For technical assistance in preparing the application, please contact the HSES Help Desk at help@hsesinfo.org or 1-866-771-4737.

Please ensure the program narrative, budget and detailed budget justification submitted in the application documents demonstrate:

- An increase of 1.0 percent in the hourly rate of pay for each Head Start/Early Head Start employee and the pay scale subject to the provisions of Sections 653 and 640(j) of the Head Start Act;
- The rationale if employees are receiving less than the 1.0 percent COLA or differential COLA increases;
- The provision of the 1.0 percent increase to all delegate agencies and partners or justification if the full percentage is not provided to delegate agencies and partners;
- The planned uses for the balance of the COLA funds to offset higher operating costs;
- Each source of non-federal match, including the estimated amount per source and the valuation methodology; and
- A detailed justification that conforms with the criteria under Section 640(b)(1)-(5) of the Head Start Act if the application proposes a waiver of any portion of the non-federal match requirement.

Signed statements of the Governing Body and Policy Council Chairs along with Governing Body and Policy Council minutes documenting each group's participation in the development and approval of the supplemental application must be provided. The application must be submitted on behalf of the Authorizing Official registered in the HSES. **Incomplete applications will not be processed.**

Please ensure the application contains all of the required information. If you have any questions or need assistance, please contact Sherice Ellison, Head Start Program Specialist, at (404) 562-2822 or Sherice.ellison@acf.hhs.gov or James Youngs, Grants Management Specialist, at (404) 562-2921 or james.youngs@acf.hhs.gov. Thank you for your cooperation and timely submission of the grant application.

Sincerely,



Robert Bialas
Captain, USPHS
Regional Program Manager
Office of Head Start

cc: Lonnie Bell, Executive Director
Sonya Hill, Head Start Director



FAMILY SERVICES DEPARTMENT
HEAD START DIVISION

2100 East Michigan Street • Orlando, FL 32806-4914

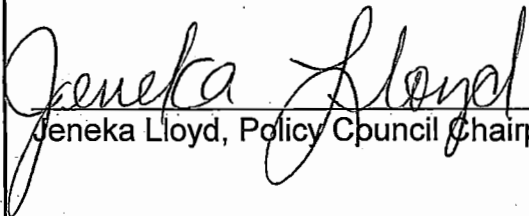
407-836-6590 • Fax: 407-836-7420 • <http://www.orangecountyfl.net>

June 5, 2017

The Orange County Policy Council approved the Cost-of-Living Adjustment (COLA) Application FY 2016-2017 at its executive meeting held on June 5, 2017.

COLA Funds in the amount of \$126,114, will be used to purchase classroom supplies, computer equipment, tablets and nutritional food and supplies.

Special Note: Minor changes of the COLA Application can be permitted after Policy Council's approval.


Jeneka Lloyd, Policy Council Chairperson

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

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U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

SF424B Assurances -- Non-Construction Programs

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form- LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Regarding Compliance with Compensation Cap (Level II of the Executive Schedule)

Federal funds will not be used to pay any part of the compensation of an individual employed by a Head Start and/or Early Head Start agency if that individual's compensation exceeds the rate payable for Level II of the Executive Schedule.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS

JUN 20 2017

Certification of Filing and Payment of Federal Taxes

As required by the Departments of Labor, Health and Human Services, and Education and Related Agencies Appropriation Act, 2008 (Public Law 110-161, Division G, Title V, section 523), as a prospective financial assistance recipient entering into a grant or cooperative agreement of more than \$5,000,000, I, as the duly authorized representative of the applicant, do hereby certify to the best of my knowledge and belief, that:

1. The applicant has filed all Federal tax returns required during the three years preceding this certification
2. The applicant has not been convicted of a criminal offense pursuant to the Internal Revenue Code of 1986 (U.S. Code - Title 26; Internal Revenue Code)
3. The applicant has not, more than 90 days prior to this certification, been notified of any unpaid Federal tax assessment for which the liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial proceeding.

Submission Statement

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Hon. * First Name: Teresa
Middle Name: T.
* Last Name: Jacobs
Suffix:

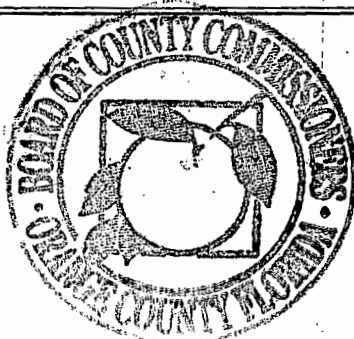
* Title: Mayor

* Telephone Number: (407) 836-7037 Fax Number:

* Email: Vanessa.Nogueira@ocfl.net

* Signature of Authorized Representative: *[Signature]* * Date Signed: 6.20.17

* Submitted by: Date Submitted:



JUN 20 2017

Employee Compensation Cap Compliance Assurance

Head Start funds do not pay for the salary of the Executive Director either as a direct cost or any proportion as an indirect cost, at a rate in excess of \$187,000.00. Funds are, however, used to pay for the salaries of the Head Start Director, the Fiscal Program Manager, the Senior Program Early Childhood Education, Senior Program Manager Family and Community Engagement and Senior Program Manager Childhood Health and Development. Those salaries are as follows:

Position	Base Salary	FICA	Retirement	Health	Total
HS Manager	\$94,249.58	\$7,455.14	\$7,210.09	\$11,000.00	\$119,914.82
Sr. Program Mgr. Family and Community Engagement	\$64,390.25	\$5,093.27	\$4,925.85	\$11,000.00	\$85,409.37
Sr. Program Mgr. (Childhood Health and Development)	\$75,348.00	\$5,960.03	\$5,764.12	\$11,000.00	\$98,072.15
Sr. Program Mgr. Early Childhood Education	\$62,517.31	\$4,945.12	\$4,782.57	\$11,000.00	\$83,245.01
Program Mgr. (Fiscal)	\$55,240.85	\$4,369.55	\$4,225.92	\$11,000.00	\$74,836.32

Orange County Florida

Employee Compensation Cap Compliance Assurance

Orange County Florida complies with the Head Start Act, Section 653 (Comparability of Wages), which limits the compensation of Head Start staff. The language precludes use of any Federal funds to pay any part of the compensation of an individual employed by a Head Start agency whose compensation exceeds the rate payable for Level II of the Executive Schedule, which is currently \$187,000. None of the Orange County Florida staff exceed the employee compensation cap.

Signature: _____

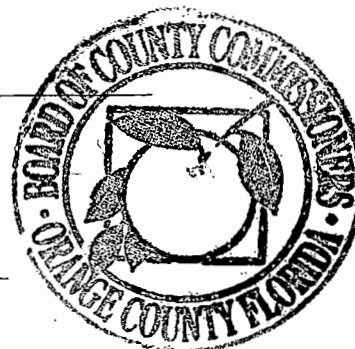
Title: _____

Teresa Jacobs, Orange County Mayor

Organization: Orange County Florida

Date: _____

6.20.17





ORANGE COUNTY GOVERNMENT
HEAD START
**POLICY COUNCIL
EXECUTIVE BOARD
MEETING**



2100 E. Michigan Street
Orlando, FL 32806
June 5, 2017

Call to Order by: Jeneka Lloyd, Chairperson, 11:21 p.m.

Roll call by Jeneka Lloyd

Attended By:

Jeneka Lloyd
Charmaine Jobson
Jacqueline Eugene
Leah Ackerman
Heather Chisholm-Wright
Dexter Nelson

Past Parent
East Orange
Hal P. Marston
Orlando Tech
Pine Hills
Past Parent

Chairperson
Vice-Chairperson
Treasurer
Representative
Parliamentarian
Community Rep

Staff:

Sonya Hill
Avis McWhite
Helen Hill
Milagros Font
Sandra Ruff
Raquel Sapeg
Bernice Mendez
Colette Thomas
Sandra Moore

Manager
Sr. Program Manager
Sr. Program Manager
Sr. Program Manager
Fiscal Manager
Monitoring & Evaluating
Sr. Family Service Worker
Sr. Family Service Worker
Admin Assistant

Main Office
Main Office
Main Office
Main Office
Main Office
Main Office
Main Office
Main Office
Main Office

Chairperson Lloyd called for a motion to adopt the agenda
Motion: Dexter Nelson, Community Rep
Second: Charmaine Jobson, East Orange, Vice-Chairperson
Motion was carried with no objections

HR Report by Avis McWhite

Ms. McWhite presented Child Outcomes of 3-4 year olds compared to the nation.
Ms. McWhite read a list of candidates proposed for hire after a major hiring event. Head Start is attempting to create more partnerships with UCF and Valencia Colleges to recruit qualified candidates who fit the needs of the children social and emotionally not only scholastically.

There were names recommended for hire brought to the last Policy Council meeting but were not voted on.

Chairperson Lloyd called for a motion to accept the HR report along with the recommendations for hire presented on May 18, 2017

Motion: Dexter Nelson, Community Rep

Seconded: Leah Ackerman, Orlando Tech, Representative

Motion was carried with no objections

Review of the minutes

Chairperson Lloyd called for a motion to accept the minutes from May 18, 2017

Motion: Leah Ackerman, Orlando Tech, Representative

Seconded: Heather Chisholm-Wright, Pine Hills, Parliamentarian

Motion was carried with no objections

Budget Report by Sandra Ruff, Fiscal Manager

Head Start got the Cost of Living Increase (COLA) of 1%. This money will be used to cover the cost of the I-Pads, monitors, printers and other classroom needs. Whatever is left over will be used for meals.

Chairperson Lloyd called for a motion to approve the COLA Application for fiscal year 2016-2017

Motion: Heather Chisholm-Wright, Pine Hills, Parliamentarian

Second: Jacqueline Eugene, Hal P. Marston, Treasurer

Motion was carried with no objections

PFCE Update given by Bernice Mendez

Ms. Mendez covered Child outcomes and the Framework.

Division Manager Update by Sonya Hill

Possible placement of a UCF Doctoral student at Head Start. Had a recruitment meeting with the Coalition for the Homeless and Orlando Union Rescue Mission recruiting. The Getting Ahead Graduation has a beautiful video available on line. Staying Ahead will be a follow up program to the Getting Ahead program.

Community Assessment Update by Raquel Sapeg

Some information was gathered from the American Community Survey among other sources to estimate data annually to help gather information on homeless and other families in need of our services.

Childhood Health and Development report by Milagros Font

Presented the Nutrition report only. The other areas are still being prepared.

Old Business:

Getting Ahead Graduation

New Business:

Outcomes / Goals by PFCE

Chairperson Lloyd called for a motion to adjourn the meeting

Motion: Dexter Nelson, Community Rep

Second: Leah Ackerman, Orlando Tech, Representative

Motion was carried with no objections

Meeting adjourned at 12:45 p.m.

Next Executive Board meeting will be July 10, 2017