

MOODY EARLY CHILDHOOD CENTER

Board of Directors Special Meeting – UTMB Contract: COVID-19

March 24, 2020

Present: Ms. Massey (Presiding), Ms. Brown, Dr. Prochaska, Ms. Adams, Ms. Doherty, Ms. Miller (Executive Director), Ms. Garcia (Your Part-Time Controller) Ms. Palmer (Your Part-Time Controller)

Absent: Ms. Kinnear

Ms. Massey called the meeting to order at 1:12 pm.

There were no members of the public present at the meeting for public comment.

Ms. Doherty moved (with Ms. Adams seconding) to approve the minutes presented. Motion was passed unanimously.

Ms. Garcia reviewed the monthly financial report. Ms. Brown moved (with Ms. Adams' second) to accept the monthly financial report. Motion was passed unanimously.

Ms. Adams reported that Texas Workforce Commission is preparing to release new guidance regarding full reimbursement and waiver of parental costs for childcare subsidies in the wake of the COVID-19 outbreak. She noted that the Commission is requesting a new category of essential worker. Children of parents in this category would be eligible for subsidies for childcare. There would likely be a rapid approval process, where paystubs would not be required initially. Income thresholds would also likely be higher than current levels.

Ms. Miller reported that state licensure inspections would be held only for emergency licensure and violation checks for the time being.

Ms. Massey reported that the Galveston County Recovery Fund has been reactivated in response to the COVID-19 outbreak. She provided an update on how local foundations are preparing for responding collectively and individually to the outbreak.

Ms. Miller reported that MECC's SECC application was submitted successfully to the United Way of Galveston for the upcoming year's campaign.

Ms. Miller reported that Amber Brown (UH-Clear Lake) is on board for serving as a Board Member. We will be formalizing that role later once the outbreak subsides.

Ms. Massey detailed current negotiations with UTMB to serve as the emergency childcare provider for the University's front-line health care workers. We would be paying our staff 1 ½ times normal salary due to the possibility of exposure to the virus. We would be open 5 days a

week for approximately 12-13 hours each day. We expect to have a capacity of 250 children. UTMB will provide staff for screening and other support within the Center. Staff and families would be screened daily for fevers and symptoms. We have received approval from the Moody Foundation to offer this service. Ms. Miller and Massey are currently in negotiations with UTMB regarding final details, including reimbursement of MECC, and will present to the Board a finalized version of the MOU during a special board meeting to be called later this week.

The Board discussed the possibility of opening free spots not needed by UTMB to children of other first responders and frontline workers. The Board agreed to revisit this issue once more information about the Texas Workforce Commission and UTMB's needs were available.

The Board discussed updates regarding payroll for MECC staff. Staff would continue to be paid if working as part of the UTMB emergency childcare service. Teachers and certified teachers are continuing to get paid as part of their contracts, as they are continuing to provide lesson plans. Non-certified staff will not be able to be paid unless they are working at the center. The Board discussed options related to supporting these staff members, including ensuring they would be allowed to return to work once the outbreak was over and operations returned to normal, provision of benefits if allowed by Department of Labor regulations and other legal considerations to be explored, and support with filing for unemployment if needed.

A special meeting for discussion of the MECC/UTMB MOU will be posted for 1pm on Friday, March 27th.

Meeting was adjourned at 3:12 pm.

Ms. Massey presented to the Board an MOU between MECC and UTMB that outlines the relationship between the two organizations during the COVID outbreak, wherein MECC would provide emergency childcare to frontline employees at UTMB. The board discussed concerns related to operations of the Center during this arrangement, what "life will be like" on campus, and other day-to-day concerns. The board discussed provisions in the MOU about how the relationship would end once the outbreak had ended and opted to include provisions for MECC to terminate the relationship in the event such an action was required.

Ms. Adams moved (with Ms. Kinnear seconding) to approve the adoption of the MOU. Ms. Massey, Doherty, and Brown voted for the motion. Dr. Prochaska abstained citing conflict of interest.

Ms. Miller reviewed with the Board the needs of UTMB for childcare. Currently, we are anticipating about 80 children to enroll, with more possible. We will be holding spaces until April 3rd, at which time MECC may be opening up additional slots to other first responders and

front line and essential workers. The Board decided to meet next week to re-evaluate capacity and decide about opening up additional slots for these groups.

The Board discussed provisions for school operations and administration, including contingency plans in the event leadership is sick. There was discussion of adding Mr. Ford (deputy director) as a signatory to the bank accounts if needed. This will be an action item on our next meeting agenda.

The Board agreed to meet again at 1pm, Thursday, April 2nd via teleconference.

The Board again extended support for and well wishes to all MECC staff and families during this crisis.

The meeting adjourned at 1:52pm.