

VA Child Day Care Council

**VA Dept. of Social Services
7 N. 8th Street
Richmond, VA 23219**

November 13, 2008

Members Present

Gail Johnson, Kristy Snyder, Letitia Clark, Nancy Smith, Emory Rodgers, Margaret Collins, Jack Knapp, Kimberly Hulcher, Irene Carney, Charles Finley, Bethany Geldmaker, Kathy Glazer, Susan Hackney, William Harvey, Linda Janulis, Mary Cole, Tracy Cox, and Rosemary Burton.

Absent

James Hare, Dona Huang, Denise Pearsall, Novella Ruffin, Rose Ann Sharp, Emory Rodgers, Lisa Shelburne, Ellen Nau, and Diane Smalley

Call to Order

The Council meeting was called to order at 10:00 a.m., by Chair Gail Johnson.

Welcome & Introductions

Members and presenters were thanked for attending. Council was provided a copy of the member roster. Although three members were up for reappointment or replacement in June 2008, the Office of the Secretary of the Commonwealth advised they will remain active until advised otherwise.

Resignations received from Donna Peters and Stephanie Jones due to work schedule conflicts.

Ms. Johnson advised she had been reappointed Chair through June 2009 when her second and final term on the Council will expire. Members were encouraged to contact the Secretary of the Commonwealth and request Council vacancies be filled.

Approval of Agenda

ON MOTION DULY MADE (Mr. Harvey) and seconded (Ms. Clark) moved to accept the agenda with the change that Minutes will be voted on while there is a quorum. Motion carried with all in favor.

Minutes

ON MOTION DULY MADE (Mr. Harvey) and seconded (Mr. Knapp) moved to accept the Minutes with the following changes: Page 2 -4th paragraph –line 2: Change word “am” to “In”; same paragraph- 3rd sentence-remove the “h” from “subsidized”: page 3-1st paragraph-capitalize the “S” in “social”. Motion carried with all in favor.

VA Child Day Care Council Minutes
November 13, 2008
Page 2

Work Session

Goal work groups met for 1 hour and will present to the entire Council.

Action Items

Periodic Review 22 VAC 15-51 Background Checks for Licensed Child Day Centers

This action will complete the periodic review of this regulation. Mr. Martin asked members to approve the report for submission to the Department of Planning and Budget and the Secretary of Health and Human Resources as required by the provisions of Executive Order Number 36 (2006). Karen Cullen was on hand to answer any questions from the Council.

Any changes to the regulation could come before the Council at a future date. Mr. Martin advised that he felt any problem with the background check was in the law and not in the regulation.

ON MOTION DULY MADE (Ms. Hulcher) and seconded (Ms. Clark) moved to approve the Periodic Review Report without change. Motion carried with all in favor.

Information Presentations

Regulatory Update

Richard Martin provided members with a copy of the Status of Regulation Report as of November 13, 2008. A copy is attached to the official minutes housed in the home office. Anyone having questions were encouraged to contact Mr. Martin.

Update on Child Care Subsidy Program

Mary Ward advised 55,000 people were served at a cost of \$124 million dollars. The current waiting list is 7100 children (4500 families).

She advised they continue to work on streamlining subsidy programs—implementing as early as January 2009 and will continue over the next two years.

Child Day Care Regulation-Upcoming Review

Lynne Williams advised that Licensing Programs lost five staff due to recent layoff. Jeff Williams' position was eliminated. He is now working in the Central Region as licensing administrator. Muriel Evans' position was also eliminated.

Ms. Williams advised that the regulations are moving forward and pleased with the outcomes. Positive feedback from providers is being received.

Child Day Care Regulation-Overview of Process

Richard Martin provided members with an overview of the regulatory process from the Notice of Intended Regulatory Action through Proposed Regulation to the Final Regulation. A copy is attached to the official minutes housed in the home office.

Ms. Johnson stated that the Council represents its own stakeholders so they will take the regulation by sections and establish work groups for input. Workgroups will provide a guidance document on their respective sections of the regulation to be discussed before full Council.

ON MOTION DULY MADE (Ms. Burton) and seconded (Ms. Clark) moved to endorse the process to have groups review specific areas of the regulation and email their comments by February 15. Motion carried with all in favor.

Comments are to be emailed to Leslie Knachel prior to February 15. A table format will be used for members to fill in and return.

Leslie Knachel shared a copy of a manual which is a compilation of regulation and guidance document. Members agreed this manual format would be beneficial.

January 8, 2009 Meeting Date

ON MOTION DULY MADE (Ms. Snyder) and seconded (Ms. Smith) moved not to meet in January, but rather use this date to work on the homework assignment due on February 15. Motion carried with all in favor.

March Meeting Date Change

Due to member schedule conflicts in March, the meeting will be held on March 10.

Child Day Care Regulation-Overview of Strategy

Ms. Johnson provided members with a Child Day Center Regulation Work Plan. A copy of this plan is attached to the official minutes housed in the home office.

Violation Report

Debbie Beirne provided Council with a copy of the Standards for Licensed Child Day Centers Violation Report. This report covered June 2005 through November 2008 (9061 inspections). Information within the report also included data on the top ten violations.

Members thanked Ms. Beirne for this excellent report.

Public Comment

None

Other Business

Mr. Knapp questioned whether input should be gathered from providers in the field in an effort to streamline issues regarding the regulation. It was reported that the DSS website has an area for providers to speak on a specific piece of the regulation. It was suggested

that questions could be gathered by Council and emailed to an ongoing distribution list. This will be reviewed at the March meeting.

Committee Reports

Goal 1-Ms. Smith advised the committee had created a definition of child care for Council purposes. She advised the survey didn't bode well and that Ms. Azra-Evans had put together a document on parent/provider partnerships and how they can grow. It was confirmed that provider training programs are not open to parents due to lack of funds.

Goal 2-Ms. Hackney advised they are waiting to see what date can be obtained from the department since Jeff Williams is not longer here. Already have stats on the number of complaints received and the numbers of valid and/or closed complaints. She reported the allowable variance quarterly report is complete and can be used to look at the standards, Technical assistance will be through a manual.

Ms. Knachel agreed to have stats on number of open and closed facilities due to licensing issues available at the March meeting.

Goal 3-Ms Cox advised she is receiving feedback from Kathy Glazer regarding training being held. There is greater accessibility with the help of the TIPS calendar.

Goal 4-Ms. Burton and Ms. Collins advised they are looking at the financial impact due to legislative changes. A list is being created to track where we receive data. This is important since DPB does their economic impact statement after the regulation.

Having JLARC do a study before we move through the regulation was discussed. It was stated that only a legislative mandate could change this. Perhaps using a past JLARC study could be beneficial.

Goal 5-Mr. Finley advised the OpEd had been posted to the website. The brochures have been updated and members were requested to send them to legislators and to other providers. They continue to look into a question and answer format on the website. Council decided to divide the legislator 2008 email list and send brochures in a PDF file. Members should contact Ms. Snyder and Mr. Harvey with their contact preferences. Mr. Martin advised he will post the brochures to the Council website today.

Chair's Report

Ms. Johnson advised that November is Adoption Month and spoke of its importance. Mr. Knapp agreed..

Council Check In

Please review your Goal change information and send corrections to Ms. Rengnerth.

Ms. Geldmaker advised she this is flu season and stressed the importance of hand washing. An array of information was shared with Council. Ms. Geldmaker reminded Council is isn't necessary to wash hands and use a sanitizer.

Adjournment

With no further business to discuss, the Council meeting adjourned at 2:30 p.m.

Respectfully submitted by Pat Rengnerth.