

VA Child Day Care Council

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

September 10, 2009

**NEW MEMBER ORIENTATION
9:00 AM**

Members present

Katie Humphrey, Karin Addison, Henk de Jager, and Ed Altizer

Absent

Shirlie Anson and John Purnell

Newly appointed members were introduced to Commissioner Conyers and department staff.

Noell Shaw-Bell from the Office of the Attorney General provided instructions on accessing the Conflict of Interest Training on line and reminded members to provide the department with their certificate of completion. She also reviewed Freedom of Information guidelines.

Mr. Martin reviewed the Virginia Regulatory Process and Governor's Executive Order 36 directing Council on regulation requirements. Copies of the Code Book and supplement were also provided to members.

Mr. Martin reviewed the Status of Regulation Chart with members.

Ms. Rengnerth reviewed travel procedures with new members.

If anyone has questions, please contact Mr. Martin or his staff.

Full Council Meeting 11 AM

Members Present

Kristi Snyder, Jack Knapp, Novella Ruffin, Rosemary Burton, Irene Carney, Letitia Clark, Mary Cole, Tracy Cox, Elizabeth Dowdy, Katie Humphrey, Karin Addison, Henk de Jager, Ed Altizer, Charles Finley, Kimberly Hulcher, and Emory Rodgers

Absent

Bethany Geldmaker, William Harvey, John Purnell, Shirlie Anson, Linda Janulis, Ellen Nau, Rose Ann Smythe, Keith Hare, Nancy Smith, Margaret Collins, and Diane Smalley.

Call to Order

The Council meeting was called to order at 10:00 a.m., by Chairman Kristi Snyder

Welcome & Introductions

New members Katie Humphrey, Karin Addison, Henk de Jager, Ed Altizer, Shirlye Anson and John Purnell were welcomed to the Council.

Kathy Glazer, newly appointed voting member representing Social Services, has resigned her position with the state to work with a national organization.

Leslie Knachel has resigned her position with the department and will now work with Health Professions to regulate three Boards.

Approval of Agenda

ON MOTION DULY MADE (Mr. Knapp) and seconded (Mr. Finley) moved to approve the agenda as presented with the caveat that action items will be voted upon when there is a quorum. Motion carried with all in favor.

Action Items

Minutes

ON MOTION DULY MADE (Mr. Knapp) and seconded (Dr. Ruffin) moved to approve the Minutes as submitted. Motion carried with all in favor.

Information Items

Regulatory Update

Richard Martin, Manager of the Office of Legislative and Regulatory Affairs provided members with a regulatory update. This report is attached to the Council meeting file.

Discussion:

Ms. Hulcher confirmed with Mr. Martin that the Council voted to skip the periodic review on items 2 and 7 mentioned in the handout. It was confirmed the Council voted and approval was given on May 14, 2009 to skip the periodic review.

Committee Reports

Leslie Knachel, Licensing Manager provided an update on the various RAP groups. There will be a RAP group meeting today following this meeting and another scheduled for September 22.

Ms. Knachel confirmed that the RAP groups are writing the standards and using a team approach with DSS to provide the interpretation. Each workgroup is reviewing their section. If the Council disagrees as a whole as to the language a particular RAP group used, then the RAP group responsible will redraft and bring it back to full Council for review and adoption.

Ms. Dowdy confirmed with Mr. Martin that the Council is allowed to have input on updating the technical interpretation document. It was also confirmed that once the Council adopts the regulation it belongs to Commissioner and department staff to interpret from a legal standpoint.

First drafts on RAP group input are due at the end of December per Ms. Knachel.

There has not been very much public participation at the various RAP meetings and Council wants to look at ways to engage others.

Public Comment

Sharon Jones, Government Policy Chair for the Alliance for Choices in Child Care spoke to the Council on proposed regulation 22 VAC 15-31.

Gail Johnson, former Chair of the Council shared her thoughts and appreciation having served on the Council for the past eight years.

Information Item

Tim Powell, Central Region Epidemiologist for the Virginia Department of Health – Emergency Preparedness and Response Program spoke on the H1N1 flu virus. Further information on prevention and awareness can be found at www.vdh.virginia.gov and www.cdc.gov/h1n1/childcare/toolkit

Other Business

RAP committees- new members were encouraged to sign up for a group they have a particular interest in serving on.

Chair's Report

Ms. Snyder reminded members of the importance of attending meetings to ensure we have a quorum for voting purposes.

ON MOTION DULY MADE (Mr. Knapp) and seconded (Ms. Hulcher) moved to ask the department to prepare a Resolution for Gail Johnson for her service to the Council as Chair for the past eight years. Motion carried with all in favor.

Ms. Snyder reminded Council this would be their last meeting in this building prior to the department moves. Members were reminded of upcoming meetings to include November 12, January 14 (hold this date), March 11, and April 8 (hold this date).

Council Check In

Ms. Snyder thanked the Council for their understanding and patience as she chaired her first meeting. She noted how important it is to work with the department in unity and keeping the lines of communication open.

Members expressed their best wishes to Leslie Knachel and said she will be missed.

Ms. Dowdy conveyed a story of speaking with a six year old child and what her perspective of child care was.

Ms. Hulcher asked that the Council be kept abreast of changes in the Child Care Subsidy Program.

Adjournment

With no further business to discuss, the Council meeting adjourned at 2:00 p.m. to convene the RAP Group meeting.

Respectfully submitted by Pat Rengnerth