

## **VA Child Day Care Council**

**Pocahontas Building  
900 East Main Street  
1<sup>st</sup> floor conference room  
Richmond, VA 23219**

**March 11, 2010**

### ***Members Present***

Emory Rodgers, John Purnell, Tracy Cox, Dr. Bethany Geldmaker, Kristi Snyder, Kimberly Hulcher, Letitia Clark-Wilkins, Elizabeth Dowdy, Shirlie Anson, Jack Knapp, Will Harvey, Ed Altizer, Henk de Jager, Mary Cole, Rose Ann Smythe, Dr. Rosemary Burton, Dr. Novella Ruffin, and Katie Humphries.

### ***Absent***

James Hare, Diane Smalley, Irene Carney, Nancy Smith, Karin Addison, Linda Janulis, Margaret Collins, Charles Finley and Ellen Nau.

### **Call to Order**

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

### **Welcome & Introductions**

Members and presenters were thanked for attending. The Chair recognized newest Council member John Purnell. Mr. Purnell represents the non-profit day care center seat and has served on the Council in previous years.

### **Approval of Agenda**

***ON MOTION DULY MADE (Mr. Knapp) and seconded (Mr. Harvey) moved to approve the agenda with the change to move Board member and Chair comments prior to Public Comment.***

### **Information Items**

#### **Legislative Update**

Richard Martin, Director of the Office of Legislative and Regulatory Affairs reviewed House Bill 1379; Child-care facilities; local regulation of possession and storage of firearms, etc. at facilities. This handout is included with the official minutes housed at the home office.

The Chair asked Mr. Martin to discuss the Budget and impact on the Council. Mr. Martin advised that eliminating the Council was not in former Governor Kaine's budget, but was in recommendations sent forth by Governor McDonnell. He advised the attached dollar would eliminate one position in his office.

Ms. Hulcher asked, and Mr. Martin agreed, to provide a copy of Governor McDonnell's Executive Order #1. Historically, this is available in late April or early May.

### **Regulatory Update**

Mr. Martin briefed the members on the status of regulations as of March 11, 2010. A copy is included with the official minutes housed at the home office.

### **Early Childhood Education and Care Legislative Issues**

Ann Rasmussen, representative from Voices for Virginia's Children advised that the Virginia's early childhood/school readiness sector is seriously threatened by proposed state budget cuts. Most of the progress made on school readiness in the past few years will be tragically undone if these cuts are enacted.

She advised that thousands fewer disadvantaged four year olds may lose access to pre-K education and large numbers of teachers will be without jobs because of proposed cuts (up to \$50 million).

Grant funding, training and technical assistance to local Smart Beginnings school readiness coalitions will end if all state funding is eliminated for the Virginia Early Childhood Foundation. This would also mean the end of the Virginia Star Quality Initiatives, which promotes quality improvement in early education programs, and parental choice by providing information to help parents choose early education programs that best meet their needs.

She further advised that thousands of Virginia's most vulnerable pregnant women and moms with young children would stop receiving valuable research-based home visiting services provided by Healthy Families and CHIP of Virginia.

Budget conferees will make decisions in the next 7-10 days. Council member's were asked for their individual personal support.

### **Minutes**

***ON MOTION DULY MADE (Mr. Harvey) and seconded (Ms. Dowdy) moved to approve the Minutes from the previous meeting. Motion carried with all in favor.***

### **Family Day Home Regulation Update**

Karen Cullen provided members with a sampling of the Standards for Licensed Family Day Homes. She advised the manual will be on the system and allows for clear interpretation and consistency in training.

Members referred to page 6 of 9 and asked about using the word "brief" and how it is to be determined. Ms. Cullen advised there is an entire section under "time out" and strategies are in the manual for providers to see and use.

On page 7 of 9, members referred to letter "F" and the use of word "reasonably"—how is this determined? Ms. Cullen advised this is a direct quote from CODE.

Ms. Cullen was asked if inspectors took a test to ensure clarity of a regulation. She explained that inspectors reviewed the regulation and were then questioned about the intent; ensuring they were consistent in thinking.

Ms. Cullen explained the use of a “point system” would determine the need of an assistant.

Dr. Ruffin reminded that education for providers is very important.

Ms. Snyder confirmed that the regulation and manual will be sent to all providers that have email addresses on file. If there isn't an email address available, a form will be mailed to let providers know how to get it.

Ms. Snyder feels that inspectors should have a checklist requiring the provider to show a copy of their manual. Ms. Cullen advised this could not be enforced. After much discussion, it was determined that a RAP group would consider language that would ensure the provider has the manual available at all times.

The cost of a hardcopy of the manual has yet to be determined.

### **RAP Committee Progress Reports**

#### *RAP 1*

##### *Introduction and Administration*

Kimberly Hulcher, Chair advised they are cross referencing with RAP 3. Looking at children's records; electronic versus paper record keeping; immunizations are being reviewed and cleaning up language.

#### *RAP 2*

##### *Staff Qualification and Training and Staffing and Supervision*

Kristi Snyder, Chair said they have met five times thus far and continue to progress through the standards.

#### *RAP 3*

##### *Physical Plan and Programs*

On behalf of Nancy Smith, Kristi Snyder advised this RAP continues its work on standards to ensure wording is clear and concise. She also advised that Ms. Smith is the new grandmother of twins.

#### *RAP 4*

##### *Special Care Prov. & Emergency and Special Services*

Dr. Geldmaker, Chair advised this group had met nine times thus far and making excellent progress. They are ready for their second draft.

### **Future Directions/Reflections**

Kristi Snyder advised all RAPS have gone through first phase drafts. The department has been juggling the RAPs, editing and managing all stages of the regulation. She feels the Council is now at the point where only one RAP at a time should meet and move forward to avoid the overlap now taking place.

Some members felt that moving forward with one RAP might be a cause to miss something. Ms. Vincent advised that RAP groups can be opened back up as necessary and agreed with the Chair, that we should slow down to use our time more efficiently.

Ms. Snyder advised that members can continue to work with their RAP group or choose to serve on all the groups. She confirmed we would not vote one RAP group at a time; however, a consensus is required before moving on to another RAP group.

By consensus, the Council agreed that RAP 2 should move forward at this point leaving RAP 1 to the end.

### **Procedures for Correspondence**

Pat Rengnerth was asked to review the procedures for correspondence received. When mail is sent directly to a council member, it should be forwarded to the Council email address or directly to Ms. Rengnerth.

A tracking number will be assigned, sent to the DSS Correspondence Unit for processing. Correspondence will be answered on behalf of the Council and returned to Ms. Rengnerth for approval. Once approved, the letter will be downloaded on Council letterhead and forwarded it to the constituent. Council members will receive a copy of the original correspondence and response. To ensure we meet FOIA guidelines, VDSS/OLRA will be the collection point for correspondence.

### **Council Check In**

Several members shared their concern that frivolous unfounded complaints are listed on the internet with regard to their day care businesses. Members asked if department staff would consider revamping the system. Currently, complaints listed to specific centers remain indefinitely, even though resolution indicates the complaint was unfounded and/or frivolous. Staff advised complaints have been listed since 2003 and continue to be added.

It was suggested that complaints should be listed electronically for two years, with further history available to parents should they request it. Staff agreed to pass the request to the department.

Mr. Knapp reminded members that if they speak before committee, it is important to speak as a citizen and not on behalf of the Council.

Dr. Geldmaker advised that H1N1 vaccines are still available for anyone needing it. She advised they are seeing more and more people with asthma, allergies, and pneumonia, reminding everyone of the importance of hand washing and good sanitizing.

Ms. Smythe advised her center had just gone through NAEYC recertification.

The Virginia Early Childhood Conference begins on Thursday at the Marriott Hotel in Richmond.

**Public Comment**

Sharon Jones, Executive Director of the International Accreditation and Certification of Childhood Educators, Programs and Trainers (IACCEPT ) provided members with 2 handouts. There will be a professional development workshop on Saturday, March 20 from 9-1 p.m. at the Evangel Child Care Ministries in Vinton. Patricia Marickovich, M.S. Ed., Infant and Toddler Specialist; Sharon Jones, M.S. ECE, IACCEPT Executor Director and Charles Jones, B.A. Theology and IACCEPT Trainer will present at these workshops. Anyone interested in registering for these workshops may do so at [Sharon@iacept.org](mailto:Sharon@iacept.org). A copy of these handouts are attached to the official minutes housed in the home office.

**Work Session**

Members received copies of the Table of Contents for Licensed Adult Day Care Centers and Licensed Assisted Living Facilities for their use in developing their regulation wording.

Deb O'Neill will review and reorganize RAP notes from today. She will provide a copy to Ms. Rengnerth for distribution to the Council; and be an agenda item for the May meeting.

Mr. Purnell agreed to serve on RAP #2.

RAP 2 will meet on Tuesday, April 27 from 10-noon. Pat Rengnerth will arrange the meeting logistics and provide the appropriate notifications.

**Adjournment**

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

Respectfully submitted by Pat Rengnerth.