

VA Child Day Care Council

**Virginia Department of Social Services
2nd Floor Meeting Room
801 E. Main Street
Richmond, Virginia 23219**

March 10, 2011

10:00 a.m. Call to Order

Kim Hulcher, Vice Chair, called the meeting to order in the absence of Kristi Snyder, Chair.

Members Present

Kimberly Hulcher, Henk de Jager, Ed Altizer, Shirlye Anson, Rosemary Burton, Mary Cole, Elizabeth Dowdy, Bryon Rhode, Katie Humphrey, Jack Knapp, Ellen Nau, Paula Eubank, Novella Ruffin, Nancy Smith, and Rose Anne Smythe.

Absent

Kristi Snyder, Irene Carney, Margaret Collins, Tracy Cox, Karlis Graubics, Bethany Geldmaker, William Harvey, Linda Janulis, John Purnell, and Diane Smalley.

Welcome and Introductions

Lynne Williams, Director of the Division of Licensing Programs, addressed the Council and explained recent staffing changes. Alicia Graham was introduced to the Council as Pat Rengnerth's replacement; she will provide direct support for coordinating and providing administrative assistance to the Council. Licensing staff present at the meeting introduced themselves.

ACTION ITEMS

Approval of the Agenda

Jan Sigler reviewed the agenda, which was amended to reflect that Bethany Geldmaker was unable to attend. Her presentation will be rescheduled.

By a motion made (Ed Altizer) and seconded (Jack Knapp), the agenda was approved as amended with all Council members voting in favor.

Minutes

By motion made () and seconded (), the November 11, 2010 minutes were approved with all Council members voting in favor.

Nominating Committee Appointment

Jack Knapp, Nancy Smythe and Ed Altizer were appointed to serve on the Nominating Committee for Vice Chair and Secretary. The Vice Chair requested that they meet during lunch and report to the Council in the afternoon.

2012 Meeting Schedule

The Council's bylaws state that "Within 90 days prior to July 1 of each year, the Council shall adopt its meeting schedule for the next fiscal year." It was proposed that the following meeting dates be adopted for 2012 and noted that the General Assembly is in session on the first two dates: January 12 (if necessary); March 8, May 10, July 12 (if necessary), September 13 and November 8th. It was decided to refer these dates to the Chair for discussion at the next Council meeting.

Legislative Overview

Karin Clark, Office of Legislative and Regulatory Affairs, provided a summary of child care legislation followed by the Department during the 2011 General Assembly Session. The handout for this presentation is attached to the official minutes housed in home office.

RAP Group Updates

Deb O'Neill, Division of Licensing Programs (Children's Programs), gave an update on the status of the RAP groups. She indicated that RAPs 2, 3 and 4 have met and do not need to meet again. She reported that some standards, especially playground areas under RAP 3, have been scaled back to fix what needed to be fixed (just one or two things). Because more child care facilities are moving in the direction of utilizing and having inflatables on their premises, inflatables is a new hot item and we need to look into this closely. Fire and Safety has established that the building code has regulations that address facilities with inflatables. It does not, however, appear that these are consistently enforced. Licensing will need to address resilient surfacing with facilities that have inflatables. Mrs. O'Neill will meet with the Vice Chair, as the Chair of RAP 1, towards the end of the month regarding RAP 1 sections – definitions and administration.

The current timeline will be to present a full draft document to the Council in May, with May and June meetings used for discussion and refinement of any outstanding/remaining issues. At the conclusion of the June meeting, if any/all issues are resolved, the Council will ask the Department to request a waiver from the Governor's Office to proceed. Executive Order 14 provides established time lines for completing the regulations. Mrs. O'Neill explained the process to the Council step-by-step, to have the regulations revised. If the waiver to proceed presented to the Governor's Office is approved, the Council may vote on the proposed regulatory package in September. By April of 2011, Mrs. O'Neill expects to have a summary of any remaining outstanding or undecided issues, but doesn't think there needs to be an April meeting.

Fire Code & Building Top 10 Checklist

Ed Altizer and Paula Eubank presented an overview of fire safety and building code tips for day care centers. Their power point presentation and brochure are attached to the official minutes housed in home office.

Remarks by Commissioner Martin Brown:

Commissioner Martin Brown joined the meeting and thanked the Council for serving the Commonwealth. He discussed the Department's goal, which is to be "Best in class as far as social services in the country." He related the number of children, parents, and families who receive benefits through the various programs provided by the Department. He stated that the mission of the Department is to help these families grow stronger and to become more self-sufficient. The Commissioner also discussed the child care portal.

Overview, Office of Early Childhood Development:

Zelda Boyd, Executive Director of the Office of Early Childhood Development, gave the Council a detailed overview of the Office. She told the Council that the goal of the Office is to recognize and expand opportunities for quality child care. The Office supports and staffs the Early Childhood Council.

Adjournment for Lunch:

The Council adjourned for lunch at 11:40 a.m.; the Council reconvened at 12:10 p.m.

Early Childhood and School Age Child Care Provider Registry Update:

Jeanne Sanders, Training and Education Consultant, Division of Child Care and Early Childhood Development, made a presentation to Council on the professional development online registry that will comprehensively track the care and quality of Virginia providers. Virginia is one of nineteen states that do not have this type of registry. This registry will encompass the various existing registries to avoid duplication. The presentation handouts are attached to the official minutes housed in home office.

Election of Vice Chair

By motion made (Jack Knapp) and seconded (Ed Altizer), Henk de Jager was unanimously elected Vice Chair for the upcoming year.

Election of Secretary

By motion made (Jack Knapp) and seconded (), Shirlie Anson was unanimously elected Secretary for the upcoming year.

Public Comment:

None.

Chair's Remarks:

The first priority of the Council is the regulation. Additionally, the Council should build bridges to other entities within the Department to assist and inform the Council. There is a need for the Council to have its own website that will provide easy access to the regulation; links to health and safety, fire, Smart Beginnings, and other entities would be helpful as well.

Council Check in:

Ellen Nau indicated that the Virginia Department for the Aging is working on a system that will assist grandparents who are raising grandchildren to research and navigate services for those children. She told the Council that next week there is a video conference at nine Virginia Department of Rehabilitative Services sites about respite services.

Liz Dowdy told the Council about training by the Department of Rec in Orange County.

Rosemary Burton advised the Council of the Annual Spring Conference to be held Saturday, April 9, 2011, in Prince William County.

Ed Altizer commended Jack Knapp regarding the impact he made pertaining to the fire code. If anyone has questions regarding the Emergency Plan he will be glad to assist them.

Paula Eubank told the Council that the Virginia Department of Housing and Community Development has established a group for participation with the fire code.

Adjournment

With no further business to discuss, the Council meeting adjourned at 1:40 p.m.

New Member Orientation

Orientation of new members Paula Eubank and Bryan Rhode by Senior Assistant Attorney General Al Wilson began promptly after the meeting.

Orientation of new Council member Karlis Graubics on the Virginia Freedom of Information Act, Transactional Disclosure Statement, and State and Local Government Conflict of Interests Act will be rescheduled.