

## **VA Child Day Care Council**

**VA Dept. of Social Services  
7 N. 8<sup>th</sup> Street  
Richmond, VA 23219**

**November 8, 2007**

### ***Members Present***

Charles Finley, Nancy Smith, Jack Knapp, Bethany Geldmaker, Kimberly Hulcher, Susan Hackney, Letitia Clark, Novella Ruffin, Stephanie Jones, Ellen Nau, Kathy Glazer, Rosemary Burton, Kristi Snyder, Roseanne Sharp, Mary Cole, Linda Janulis, Emory Rodgers, and Lisa Shelburne.

### ***Absent***

Gail Johnson, Irene Carney, Donna Peters, Margaret Collins, Diane Smalley, William Harvey, Tracy Cox, Denise Pearsall, Keith Hare, and Dona Huang,

### **Call to Order**

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

### **Welcome & Introductions**

Members and presenters were thanked for attending. The Vice Chair advised that Commissioner Conyers would not be in attendance today due to a scheduling conflict. She also announced that Gail Johnson would not be in attendance due to a death in her family.

The Council will approve the agenda with changes once a quorum is present.

### **Presentations**

#### **Regulatory Report**

Richard Martin reviewed the Status of Regulation handout with the Council. A copy of this handout is attached to the official minutes housed at the home office.

#### **Legislative Report**

Mr. Martin advised that bills for the General Assembly can be pre-filed on Monday, November 19. The department will not put forth any legislation dealing with child care or child care licensing.

### **Agenda Approval**

***ON MOTION DULY MADE (Mr. Knapp) and seconded (Mr. Finley), the Council accepted the agenda with the caveat to move action items forward to ensure a quorum is present for voting purposes. Motion carried with all in favor.***

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**Approval of Minutes**

***ON MOTION DULY MADE (Ms. Ruffin) and seconded (Ms. Smith) moved to approve the Minutes with changes requested by Ms. Ruffin. (Changes were made to the proposed minutes and distributed to members prior to the meeting.)***

**Guidelines for Prescription Drug Administration (PMAT) Training**

Debbie Beirne, Licensing Programs, reviewed PMAT abbreviated training covering the use of an epi-pen, prescription diaper and sunscreen ointments. She advised that 11 classes had been taught with 89 providers participating. Members voiced concerns that were being felt by providers regarding the abbreviated training. Ms. Geldmaker reminded that this course is not teaching someone how to give an epi-pen--only teaching someone to identify when a child is in crisis.

**Fast Track Regulation**

Richard Martin reviewed the Fast Track Regulation procedure. A copy of this handout is attached to the official minutes housed at the home office.

**Action Item**

**22 VAC 15-30 Standards for Licensed Child Day Centers  
Fast Track Action**

Mr. Martin advised that the proposed amendments eliminate the requirement for staff certified to administer prescription and over-the-counter medication in licensed child day centers to attend a refresher training practice demonstration annually. Those certified to administer medication would still be required to retrain at three-year intervals.

**Discussion:**

Ms. Burton asked if comments or objections were anticipated from the Board of Nursing. Ms. Geldmaker confirmed none were anticipated.

***ON MOTION DULY MADE (Ms. Hackney) and seconded (Mr. Knapp) moved to approve the fast track regulatory package to amend 22 VAC 15-30, Standards for Licensed Child Day Centers, for publication in the Virginia Register subject to the provisions of Executive Order Number 36 (2006). Motion carried with all in favor.***

### **Committee Reports**

#### **Definition of Child Care**

The Child Day Care Council, in the context of its statutory responsibilities, defines Child Care as the practice of providing supervision for children in the absence of their parents or guardians during which time caregivers are charged with safeguarding the children's health and welfare, and promoting their physical, social, emotional and cognitive development.

*ON MOTION DULY MADE (Ms. Smith) and seconded (Ms. Ruffin) moved to place the definition of child care as presented on the Council website. Mr. Finley amended the motion to first adopt the definition of Child Care for Council purposes and place it on the website. Motion carried with all in favor.*

#### **OP ED**

The OP ED was approved and sent out to media but not picked up by newspapers.

Ms. Hackney advised she is speaking with someone from the Virginia Pilot about the possibility of having this OP ED included in their paper. She will keep the Council advised.

#### **Public Comment Showcase**

Jeff Williams, Licensing Consultant, advised that the Council has a place on their website that public comment could be posted. Mr. Williams advised that when constituent letters are received, they are answered on behalf of the Chair and a copy sent to her.

Ms. Hulcher asked if other Councils or Boards showcase their public comment and actions taken. She stated it may not be good to post opinions. Mr. Williams and others were not aware of public comment postings; however, Mr. Williams was willing to pursue this further at Council request.

Ms. Stevens reminded that the VA Town Hall already posts public comments.

Ms. Snyder suggested a form letter could be sent to public speakers. Mr. Knapp advised he had provided public comment on numerous occasions but had never received a letter thanking him.

Ms. Hackney reminded Council that speakers are thanked publicly during the meeting for providing their input

### **Council Brochure**

Ms. Snyder advised of a typo (*Letter H was left out of the word Health*). There was some discussion as to the document being too wordy and the possible use of bullet points. Other changes included removing the word “complete” from the fourth sentence under the topic of *Stakeholders* and remove the entire paragraph beginning with “Since 2004, the Council ...”. Members were provided a copy of the brochure and were advised to send their additional comments, changes, etc. to Mr. Finley no later than November 30. Mr. Finley will forward the changes to Ms. Sigler.

### **Committee Appointments**

This item will be discussed at the March meeting since Ms. Johnson is not present.

### **Provider/Parent Questionnaire Update**

Muriel Ezra-Evans, Licensing Consultant, provided members with a handout that covered the parent-provider partnership, benefits to children, parents, teachers; obstacles to parent-provider partnership; and the indicators that facilitate parent-provider partnership. A copy of this handout is attached to the official minutes housed at the home office.

### **Council Check In**

Ms. Geldmaker reminded everyone to get a flu shot. She addressed the MRSA problem and advised additional information could be found at VAHEALTH.org. She reminded everyone of the importance of hand-washing.

Ms. Geldmaker advised that SID rates go up between the months of October and March. Please ensure children are in a sleep-appropriate environment.

Members were advised about appropriate precautions to take when dealing with the Norovirus. VDH must be contacted of suspected cases since this virus can turn into a powder form and become airborne.

Ms. Hackney advised that consumer products safety alerts can be found on CPS.org and there is also a link on the VDSS website to these.

### **Recognition Award**

Carolynne Stevens, Director of Licensing Programs for the VDSS was recognized with an award for her dedication and work with the Council and the citizens of the Commonwealth.

Ms. Stevens has been Director of the Division of Licensing Programs for the VA Department of Social Services since 1980.

Ms. Stevens has authored many articles and curricula locally and nationally and frequently presents to a variety of local, statewide and national professionals and providers. She has implemented a state of the art information system and January 1, 2005 headed efforts to post all complaints and violations to the agency website to better inform the public of issues in facilities regulated by the department. This effort has been so successful that in the first two months, over 340,000 people visited this site. This effort provides much-needed information to families seeking facilities for their loved ones and also benefits policy-makers, researchers, and benefits research efforts of the division.

***ON MOTION DULY MADE (Ms. Hackney) and seconded (Ms. Clark) moved to approve the recommendation to adopt the resolution as presented. Motion carried with all in favor.***

Ms. Stevens thanked the Council for the recognition award, voiced her thanks for the opportunity to work with Council and stated “no matter what you do, there is always more to be done”.

#### **Future Meeting Schedule**

There will not be a January meeting.

Discussion to change a future meeting date to accommodate Mr. Harvey’s schedule was discussed. Due to numerous schedule conflicts in the month of March, it was decided to table further discussion. Changing the May meeting date will be discussed at the March meeting.

#### **Public Comment**

None

#### **TB Screening for Child Day Care Workers Presentation**

Dr. Margaret Tipple and Jane Moore, Nurse Consultant for the TB Program at the VA Health Department, provided a brief overview of the TB Program in Virginia. A copy of the handouts, “*Guidelines for the Administrations, Measurement, and Interpretation of the Tuberculin Skin Test; TB Elimination; TB Risk Assessment Form*” and *Report of Tuberculosis Screening*” are attached to the official minutes housed in the home office. Members thanked Dr. Tipple and Ms. Moore for this informative presentation.

#### **Adjournment**

With no further business to discuss, the meeting adjourned at 1:50 p.m.

Respectively submitted by Pat Rengnerth.