

Child Day Care Council

**VA DEPT. OF SOCIAL SERVICES
7 NORTH EIGHTH STREET CONF. A-6TH FLOOR
RICHMOND, VA 23219**

MARCH 9, 2006

Members Present: Gail W. Johnson, Chair; Carol Logue; Terry Hill; Novella Ruffin; Norman Crumpton; Lisa Shelburne; Donna Peters; Nancy Smith; Charles Finley; Kimberly Hulcher; Mary Cole; Bethany Geldmaker; Susan Hackney; and Kristi Snyder.

Members Absent: William Harvey, Vice Chair; Rosemary Burton, Secretary; Susan Ballard; Judith Beattie; Margaret Collins; Jay DeBoer; Dona Huang; Aubrey Hyde; Rose Ann Sharp; Anita Simpkins; William Tobin; Jeff Walton; and Lynn Wray.

Call to Order

The Meeting was called to order at 10:02 a.m. by Chairman Gail Johnson.

Welcome & Introductions

Chairman Johnson welcomed members and guests to the meeting. The 2006 Spring Class of Licensing Inspectors was in attendance at the meeting today and was introduced to Council. Ms. Johnson advised the Council stands ready to assist these inspectors wherever needed.

Agenda Review & Approval

By recommendation of the Council, changes to the agenda included:

Commissioner Conyers will not be in attendance today due to a family medical emergency.

The Child Care presentation by Mary Jo Thomas will be moved to early morning to accommodate her schedule conflict.

As soon as the Council has a quorum, Minutes will be voted on since several members need to leave at noon.

The Council was advised that the following members have indicated their wishes to resign due to conflicts in schedule: Margarita Barbosa-Mora; and Cleo Sims.

Jeff Walton had a death in his family and won't be present today; but has also voiced his need to resign due to job position change.

Public Comment

None

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Presentations

Childcare & Development Office

Mary Jo Thomas, Director of Child Care & Development provided members with an overview of her background experience as it relates to child care; an office overview and highlighted upcoming initiatives. At the Chair's request, Ms. Thomas spoke on Pre-K since preparing our children for their public education experience was a campaign issue of Governor Kaine.

Legislative Update

Richard Martin, Manager of the Office of Legislative and Regulatory Affairs provided members with a legislative update. A copy of this presentation is attached to the official Minutes housed at the home office. A copy of SB257 ER was provided to members.

Regulatory Update

Mr. Martin provided a Regulatory Update to members. A copy of this handout is attached to the official Minutes housed at the home office.

The Chair confirmed with Mr. Martin that the Public Participation Regulation should be ready for Council at their September meeting.

The General Procedure regulation may be ready for Council in July.

An updated roll call indicated that a quorum was present so the Council could take action on Minutes of the November meeting and other business that may need action.

Minutes

ON MOTION DULY MADE (Mr. Finley) and seconded (Ms. Hackney) moved to accept the November 2005 Minutes as recorded. Motion carried with all in favor.

Council Next Steps

With regulations months away from Council approval, Gail Johnson advised she felt the Council is in a "what next" phase and could take this slow period opportunity to review the current Strategic Plan as developed by Council with assistance from John Wheatley, International Consulting Services LLC (ICS Services) in May 2003.

Following review of this Plan, it was consensus of the Strategic Committee and Council to move forward with updating the Plan at the next Council meeting on May 11 with ICS Services (John Wheatley) providing a facilitator.

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John Wheatley provided members with an overview of what the Strategic Plan will encompass and guided them through the process. He advised the Retreat will be in 3 phases.

- Pre-Retreat Surveys: To be mailed electronically to members. Will identify accomplishments and gather new information (the timeframe is 2 weeks prior to May 11).
- The Retreat: Work in group settings, validate information, and modify goals and objectives
- Post Retreat: Finalize the Strategic Plan from Retreat information; the facilitator will polish the document and present to the Council upon completion of the Retreat.

Kristi Snyder, Chair of the Strategic Plan Committee advised it was consensus of the committee to have this meeting off-site from 9-5 PM on Thursday, May 11, 2006 since members already have this date marked on their calendar. Members discussed using a site at Maymont Park.

(Committee members include Kristi Snyder, Chair; Carol Logue; Bethany Geldmaker; Nancy Smith; Rosemary Burton; Rose Ann Sharp, and Donna Peters.)

Carol Logue offered facilities at St. Christopher's School for this Retreat. Ms. Snyder requested that Ms. Rengnerth look at both facilities and report back to the committee and the Chair. Mr. Martin advised that the Council did not have a budget of their own and funds would have to come from his office budget. He requested that Council favor the use of a "free facility" offered by St. Christopher's School rather than a "paid facility" at Maymont Park. Ms. Rengnerth will handle details for lodging, lunches, etc. for the Retreat.

Ms. Snyder asked members to think about future directions they want to see the Council move in and email the suggestions to her at rainbowkws@aol.com Ms. Snyder will compile this information and provide it to Mr. Wheatley several weeks prior to the Retreat.

ON MOTION DULY MADE (Kristi Snyder) and seconded (Nancy Smith) moved to employ ICS Services to update the Council Strategic Plan. Motion carried with all in favor.

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Parent Cooperative Training Requirements

Debbie Beirne, Children's Health & Safety Coordinator once again reviewed Parent Cooperative Training Requirements that were recently addressed in a letter to Council. Part of the challenge was the phrase "orientation training" and pointing out that the phrase is not used anywhere else in the standards. The Council agreed that a "/" or the word "and" was left out of the final document. The Council stated that the intent of the standard was for the parents who participate in cooperative preschool centers to complete 4 hours of training annually. The 4 hours should include the training required by 22 VAC 15-30-310.A.1-6 that needs to be received by the parent before the end of the first day of assuming job responsibilities. The information will be added to the Technical Assistance document at the earliest opportunity.

Medication Administration Update

Bethany Geldmaker and Debbie Beirne provided an update on Medication Administration Training. She advised that permission has been received from New York to adapt their medication administration curriculum and training video for use in Virginia.

General Timeline:

2006

January-May	MAT committee revised the curriculum to reflect Virginia's needs.
June-September	Curriculum and training video revised by NY
Fall	Pilot the curriculum and TOT (master trainers)

2007

January	Train licensing staff
Spring	Train CDC staff
June 1	Licensing standards go into effect

A copy of the Medication Administration Task Force Logic Model and general timeline information was provided to members and is attached to the Official Minutes housed in the home office.

For further information please contact Ms. Geldmaker at Bethany.geldmaker@vdh.virginia.gov

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Come and Go Issues

Jeff Williams, Licensing Programs, spoke on Come and Go Program/Issues. He advised the court case surrounding this issue will be appealed. He also advised they continue to hold meetings on come and go issues and review standard operating procedures.

He advised that DSS now has a data base to collect information on violations and reports can be generated for Council use. This information was made available on-line 4-6 weeks ago. He will be happy to provide a “June to June” Report when data is available. Council would be interested in looking at violations regionally as well. Members suggested that a “one year after implementation” press release could be done. This information will be discussed at the May 11 meeting.

Ms. Snyder asked that Mr. Williams provide Council with information on the level of quality provided at these exempt programs. This information would be helpful for Council as they move forward.

Council confirmed with Mr. Martin that regulations are currently reviewed every 4 years. It is possible to open up a section of a regulation at any time. Mr. Williams advised that Virginia doesn't have a definition of child care in regulations and might want to take the opportunity to discuss this at their upcoming Retreat. He further advised that other states have attempted to define child care and will share this information with Ms. Rengnerth for distribution to Council.

Ms. Ruffin advised that a definition of “quality child care” was needed. Ms. Geldmaker advised that North Carolina and Tennessee use a “star” program of quality. She will send this information to Mr. Williams and share with Council during their Strategic Plan Session.

Playground Standards & Safety Issues

(Requested by Anita Simpkins & Rosemary Burton – letter regarding pea gravel amount)
The letter in question is for an allowable variance and will be handled within Licensing Programs. The Council will be kept advised.

Hurt Free Pad Issue

(Requested by Anita Simpkins)

Ms. Beirne advised that regulations state, at a minimum, a gauze pad must be used. You are also free to use something else along with the gauze pad.

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Chairs Report

Chairman Johnson advised she had spent a lot of time in the General Assembly listening to and speaking on child care issues.

She also advised that SACS has accreditation from college down through preschools now.

Thanks to Pat Rengnerth for her assistance in supplying members with Council name badges.

Nominating Committee

The Nominating Committee will meet the morning of May 11 prior to the Council meeting to discuss nominations for the offices of Vice Chair and Secretary. Members of this committee are: Novella Ruffin, Chair; Mary Cole; Susan Ballard; Kim Hulcher; and Lisa Shelburne.

Council Check In

Ms. Geldmaker reminded everyone of the importance of keeping vaccines up-to-date. She also advised that she will be a presenter at the VAECE conference in March.

Ms. Ruffin shared her concern that providers may not have up-to-date information on regulations and inquired to the Council's role in getting this information out to the public.

Members shared their concern that once the Council receives answers to questions from the public that they are not further shared with others. This causes the same questions to be asked repeatedly. It was discussed that a "Frequently Answered Question" area could be listed somewhere on the Council website. Mr. Martin advised this may "fit" better on the Licensing website and will speak with the director.

Ms. Snyder advised that the Virginia Association of Early Childhood Education Conference will be held at the Richmond Marriott March 24-26. She also advised that NAEYC launched a new accreditation program.

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Ms. Peters announced that her program had been chosen as a pilot for training and supporting teachers working with children with special needs. Several members asked for additional information on this pilot. Ms. Peters advised they would like the opportunity to share this information at an upcoming Council meeting.

Other Business

None

Adjournment

2:35 p.m.

Respectfully submitted by Pat Rengnerth