

## **Minutes**

**VA Child Day-Care Council  
7 North Eighth Street  
Richmond, VA 23219**

**September 11, 2008**

### **Attendees**

Gail Johnson, Rosemary Burton, Letitia Clark, Mary Cole, Margaret Collins, Tracy Cox, Bethany Geldmaker, Kathy Glazer, Susan Hackney, William Harvey, Dona Huang, Kimberly Hulcher, Linda Janulis, Jack Knapp, Novella Ruffin, Rose Ann Sharp, and Kristi Snyder.

### **Absent**

Irene Carney, Charles Finley, James Hare, Stephanie Jones, Ellen Nau, Denise Pearsall, Donna Peters, Emory Rodgers, Lisa Shelburne, Diane Smalley, and Nancy Smith.

### **Call to Order**

Gail Johnson, Chair, called the meeting to order at 10:03 a.m.

### **Approval of Agenda**

A MOTION was made by William Harvey and SECONDED by Letitia Clark to accept the agenda. All agreed.

### **Action Items**

#### **Minutes**

A MOTION was made by Jack Knapp and SECONDED by Kim Hulcher to accept the minutes of November 2007, March 2008 and May 2008 as submitted. All agreed.

#### **Meeting Schedule**

A MOTION was made by Susan Hackney and SECONDED by Jack Knapp to accept the proposed meeting schedule for 2009. All agreed.

The schedule is:

- January 8, 2009 (if necessary)
- March 12, 2009
- May 14, 2009
- September 10, 2009
- November 12, 2009

#### **Public Participation Guidelines Regulation**

Richard Martin requested that the council repeal 22 VAC 15-10-10 et seq., *Public Participation Guidelines* and approve 22 VAC 15-11, *Public Participation Guidelines*. A MOTION was made by Will Harvey and SECONDED by Letitia Clark to approve the new regulation effective January 1, 2009. A second MOTION was made and SECONDED to approve the "Delegation of

Authority” assigning certain tasks to the Department of Social Services to perform on behalf of the council. All agreed.

### **Presentations**

Richard Martin reported on the status and location of regulations of interest to the council. Regulations 22 VAC 15-30; 22 VAC 15-51; and 22 VAC 40-690 were discussed. Council members working on regulation 22 VAC 15-51 will meet on November 13 prior to the full council meeting to work on details of this regulation. Licensing staff will send material to these council members before the meeting and will meet with them on the morning of November 13.

The governor has signed for 22 VAC 40-690 which will become effective October 1, 2008.

Gail Johnson requested Richard Martin discuss 22 VAC 15-30 and the requirement for a periodic review by May 31, 2009. Public comment will be required as part of this review process. Suggestion was made to start this process at the March 12, 2009 meeting. Except for the May 31, 2009 deadline to file, all other “by dates” have been eliminated.

Commissioner Conyers shared information on the state’s budget crisis. Agencies within the Secretariat of Health and Human Resources have the potential to lose three to four million. An observation was posed about the current market rate for subsidized day-care being inadequate in this current tough economic climate and that this inadequacy is driving people to unlicensed day-care centers. The Commissioner requested Kathy Glazer to address this in her presentation on the Quality Rating and Improvement System.

**Kathy Glazer presented Quality Rating and Improvement System update (QRIS).** The first pilot is complete and work is beginning on the second. Participating in the second pilot is a nice mix of 12-13 communities. A handout outlined the criteria for star ratings for each of the four standards. As a continuation of the market rate issue, Ms. Glazer reported that this is one of her primary objectives. Plans are for funds realized from automation to be earmarked for a market rate increase.

**Licensing Update - Milestones and Competencies** was reported by Jeff Williams. Mr. Williams discussed the various infractions and how these have changed since the adoption of new regulations in June of 2005. Mr. Williams will email members a complete survey report of all infractions dating from January 1, 2008. A suggested website for an observation instrument is [www.classobservation.com](http://www.classobservation.com).

### **Other Business**

The nominating committee chaired by Rosemary Burton nominated Jack Knapp for Vice-Chair and Novella Ruffin for Secretary of the council. A MOTION was made by Susan Hackney and SECONDED by Letitia Clark to accept these two nominations. All agreed.

Bethany Geldmaker reported on the Goal Evaluation Report. She states it is a work in progress and she needs feedback from the goal group. Goal 1 Develop and modify regulations that protect and promote the well-being and safety of children update will be moved to the November

meeting due to Nancy Smith's absence. Ms. Ruffin also stated a need for additional work on Goal 3 Collaborate with the Department of Social Services to enhance training opportunities. Ms. Johnson requested time on the November agenda to work on goals.

**Chair's Report**

Ms. Johnson shared her experiences as a member of the Greater Richmond Leadership Council and their recognition that there is a current and future need for a much better work force. This focus should begin in pre-school years and indicates how important our work on the council is for our future generations.

Ms. Johnson reported there are vacancies on the council and these may be filled over the next few months. Expect to see new faces at future meetings.

**Council Check In**

Bethany Geldmaker, speaking from the health perspective, stressed the need for children to be vaccinated against the flu this year. There have already been outbreaks in schools and hand washing is the greatest weapon to combat the germs.

**Future Meeting Items**

Approval of minutes of September 11, 2008 Meeting  
January 8, 2009 Meeting Date (Need for Council to meet)  
Goals Work – Gail Johnson  
Goal No. 1 Report – Nancy Smith

**Adjourn**

The meeting was adjourned at 1:27 p.m.

Respectfully submitted,  
Phyllis Dalton