

Licensed Child Care Home Advisory Committee

Meeting Minutes

Tuesday April 23, 2013

Bureau Staff Present: Melanie Brizzi and Debbie Sampson

Advisory Board Members Present: Tammy Dunn, Ginny Harman, Latrina Johanning, Rebecca Kenworthy, Coleen Land, Stephanie McKinstry, Lois Noggle, Jennifer Quartucci, Joey Scherschel-Buckles, Maria Wynne,

Advisory Board Members Absent: Raneer Armstrong, Lena Burns, Karen Burnside-Strack, Sabrina Chase, Marci Graves, Noel Hanson, Tamela Hunt, Brenda Kennedy, Tracy Renfro and Eryn Wolf

Non-Members Present: Melissa Chalman, IACCRR

Old Business: Tammy made a motion to approve the minutes from the January 23, 2013 meeting, it was seconded. **Motion Carried.**

Bureau Business (Melanie Brizzi):

1. The Emergency Preparedness Guide was available in print at the Indiana Early Childhood Conference, April 11th – 13th at the Bureau of Child Care table. During the conference, open discussions were held by, Nancy Morris of Indiana Homeland Security. Please contact Melanie Brizzi with any feedback. The Guide is available online at www.childcarefinder.in.gov.
2. The Interpretative Guide with updates/changes will be sent out in June of 2013. The Guide will be set up and posted online with full guidelines clarifications added, and new specifics and changes pertaining to child care homes.
3. Yvette Williams is on extended sick leave – other consultants are covering her territory. If there is anything that you may need, please contact your consultant or Debbie Sampson
4. All Board Members are encouraged to fill out the Survey sent out by Melanie Brizzi. The survey highlights PTQ recognition for Providers and achievements associated with PTQ level advancement. The deadline for taking this survey is April 29th.

Legislative Business:

1. Melanie Brizzi informed the members of a few key bills in both the House and Senate. There are four (4) Bills pertaining to Child Care in the House and Senate, and they are in conference committee.
 - a. House Bill 1004 (Behining), which establishes the early education scholarship pilot program to provide supplemental funding for eligible children receiving eligible services from certain early education providers. This Bill is no longer considered a pilot, it is considered a mandate for school readiness for a federal Child Care and Development Fund voucher, CCDF type Provider. It is called the Early Education Program. The effectiveness of this program focuses in on; PTQ and school readiness, the impact over time of PTQ and school readiness.
 - b. House Draft Bill 1494 (Summers), looks into National background checks for all Child Care Providers, Staff, Family Members and Volunteers, etc.

- c. Senate/House Bill 305 (Taylor and Holdman), specifies requirements that must be met by a child care provider as a condition of eligibility to receive federal Child Care and Development Fund CCDF voucher payment. An increase of consistency pertaining to Provider types, and Health and Safety standards. This Bill has been through several changes.
- d. Senate Bill 338 pertains to transforming PTQ into a State statute. This Statute will put PTQ into law, and it will create a matching grant program for Pre – K. The bill does not change the voluntary status of the PTQ program.

Other Business:

1. Tammy Dunn send out a list of all current board members via email.
2. Debbie Sampson will be filling one (1) open Board Member's positions on the Advisory Board.
3. Lois Noggle asked if the national background finger printing comes out of the Provider's pocket, Melanie answered – Yes.
4. There is a website that offers State child care licenses and online classes for a fee. **THE STATE DOES NOT ISSUE PROVIDER LICENSES ONLINE.** If anyone comes across a fake license, they are advised to contact the Bureau.
5. Stephanie McKinstry asked if a grandfathered Provider moves, do they have to meet the education requirements? Debbie Sampson replied, No, that if a Provider is 'grandfathered' they do not lose that just because they move.
6. Stephanie McKinstry asked, with the new Bills being passed, would ministries have the same standards as home daycare Providers? Melanie Brizzi replied that Senate/House Bill 305 is the closest Bill for Provider higher quality standards. Melanie Brizzi suggested that any Provider concerned about quality standards should contact your representative to voice your opinions.
7. If any Provider knows of any other unlicensed provider (5 or less children, not counting the Provider's own children) having more children than allowed by ratio, should contact the Bureau. All complaints will be looked into.
8. Latrina Johanning asked, what are the requirements for care for school – age children? Debbie Sampson replied a Class I Provider that is licensed for one (1) year has to be licensed for 12 children with no probations. The Provider can only care for a school – age or Plus 3 children up to three (3) week in the summer and anytime during the school year, because Plus 3's are only part time. The Provider has to be certified by their licensing Consultant in order to take on Plus 3's.
9. Melissa Chalman gave updates for infant Safe Sleep practices. Safe Sleep refresher courses are available online through IACCRA for on hour.
 1. If an infant (New born – 12 months) has to sleep in any other position other than on their backs, the parents of that child need to provide the Provider with a Medical Waiver, with a medical reason stated with a beginning and end date. There is a template form available, one can be provided by an infant and toddler specialist and the Provider's Licensing Consultant.

2. All blankets are to be removed from the crib or pack n' play. Even infants that are swaddled cannot have a blanket.
3. There are new standards for pack n' plays. There are no recalls. There is no need to replace a pack n' play other than having any rips or tears in the side mesh. New no V' shaped in collapsible sides. Some Infants deaths are from faulty equipment. The new revised crib standards are located in the Interpretative Guide.
4. A Safe Sleep tip sheet is available on Carefinder; anyone can call Debbie Sampson at the Bureau, or an infant toddler specialist through your local resource and referral agency.
5. There is nothing prohibiting the use of Bassinettes, but weight and longevity is in question. Infants from newborn – 3 months old may be in a bassinette if they meet requirements listed in manufacturer's recommendations. Provider needs to make sure that the child cannot pull up on the sides of the bassinet to get out and other children are not able to hang on the sides of the bassinette to look over into it.

Adjournment:

A motion was made by Tammy Dunn to end the meeting, it was seconded. The meeting was adjourned at 2:03 p.m.