

**Child Day Care Council
Orientation 10-2 PM
Full Council Meeting 2-4:45 PM**

**VA Dept. of Social Services
7 N. 8th Street
Richmond, VA 23219**

SEPTEMBER 14, 2006

New Member Orientation

A review of the following items was covered:

- Council Mission and Strategic Plan
- By Laws
- VA Freedom of Information Act
- Transactional Disclosure Statement and Liability
- VA Regulatory Process
- Overview of Division of Child Care & Development
- Overview of Licensing Programs
- Reimbursement Procedures
- State and Local Government Conflicts of Interest Acts

New Members Present: Irene Carney; Letitia Clark; Jack Knapp; Ellen Nau; Denise Pearsall; and Emory Rodgers

Absent: Linda Janulis; and James Hare

Full Council Meeting

Members Present: Gail W. Johnson; Kristi Snyder; Novella Ruffin; Irene Carney; Letitia Clark; Mary Cole; Margaret Collins; Charles Finley; Bethany Geldmaker; Susan Hackney; William Harvey; Terry Hill; Dona Huang; Jack Knapp; Carol Logue; Ellen Nau; Denise Pearsall; Donna Peters; Emory Rodgers; Rose Ann Sharp; Lisa Shelburne; Nancy Smith

Members Absent: Rosemary Burton; James Hare; Kimberly Hulcher; Linda Janulis; Anita Simpkins; William Tobin

Call to Order

The full Council meeting was called to order at 2:00 p.m., by Chairman Gail Johnson.

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Welcome & Introductions

Chairman Johnson welcomed new members to the Council:
Irene Carney represents private care with half day program
Letitia Clark represents operator/for profit CDC
Ellen Nau represents the VA Dept. of Aging
Linda Janulis represents operator/for profit CDC
James Keith Hare represents the parent consumer
Jack Knapp represents American Association of Christian Schools
Denise Pearsall represents the National Academy of Early Childhood Programs
Emory Rodgers represents Dept. of Housing and Community Development-Building & Fire Regulation Division
Two positions on the Council remain vacant

Public Comment

None

Agenda Approval

ON MOTION DULY MADE (Mr. Finley) and seconded, moved to accept the agenda as presented. Motion carried with all in favor.

Strategic Plan

Jacqueline Anderson, ICS Services reviewed the revised Council Strategic Plan. The Council decided to use five Goal Committees that will refine the objectives, measures and strategies and establish plans to implement the strategies (prioritizing). Members were given the opportunity to submit their first and second choices of committees they desired to serve on. Ms. Anderson and Ms. Johnson will prepare the final committee list. Committees will meet during the morning session of the November 9 meeting and be prepared to present a report during the full Council meeting.

It was agreed that outside sources could be invited to various committee meetings as needed but would not serve as a member.

An Evaluation Committee will be charged with the annual review of the targets and measures of the goals.

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Presentations

Alignment Project

Mary Jo Thomas, Director of Child Care and Development provided an update on the Alignment Project. A copy of this presentation is attached to the official copy of Minutes housed in the VADSS home office.

Status of Regulations

Richard Martin, Manager of Legislative and Regulatory Affairs provided an overview of Council Regulations. The Council's attention was called to 22 VAC 40-080-10 entitled General Procedures Regulation that is now in public comment. Regulation 22 VAC 40-211-10 entitled Resource, Foster Home Approval Standards was also called to their attention. This was a local agency provider regulation that gave local agencies the authority to approve local provider child care. This authority is being removed in the new regulation. A copy of this handout is attached to the official copy of Minutes housed in the VADSS home office.

Chair's Report

Gail Johnson advised there had been a flurry of constituent inquiries since May and thanked the department for following up on these concerns. (She noted that none of these were related to the impact of regulations.)

She advised she had been interviewed by a reporter regarding flu vaccine and CDC guidelines—she advised she supports the Virginia Department of Health (VDH).

Ms. Johnson advised she had been appointed by the Governor to the Smart Start Strong Council. Dr. Ruffin is also part of this group.

The Chair worked with Kristi Snyder and Jacqueline Anderson on the Strategic Plan.

Ms. Johnson advised she had been appointed to the Regional Leadership Council concerned with how the children in our region have the support they need in the early childhood setting.

Minutes

***ON MOTION DULY MADE** (Mr. Finley) and seconded, moved to approve the March 2006 minutes as presented. Motion carried with all in favor.*

***ON MOTION DULY MADE** (Mr. Harvey) and seconded, moved to approve the May 2006 minutes as presented. Motion carried with all in favor.*

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Commissioner Comments

Richard Martin advised that due to a previous meeting, Commissioner Conyers would be unable to join the Council today. He further stated that the Commissioner is looking forward to having dialogue with the Council on implementation of their Strategic Plan.

Council Check In

Emory Rodgers provided Building and Fire Code Brochures to members. He also serves on the Assisted Living Facility Committee and is pleased to be a member of the Council. He plans to be an active member and looks forward to working with other members.

Denise Pearsall represents the National Academy of Early Childhood Programs and advised their new accreditation starts on Saturday. Their new program is now on the web.

Kristi Snyder advised that nationally recognized speaker Madelyn Swift will speak at the Christiansburg High School on October 6 & 7. This information is posted on the VADSS website.

Department Updates

Jeff Williams, Licensing Programs advised that Leslie Knachel is the new program development manager for the department.

He stated that the effects of Council regulations are being shown through reports found on the DOLPHIN System. With these reports, consistency is being reviewed across regions with inspectors reviewing each other. Reports are being generated and VADSS is acting upon them. He advised the department is committed to being equitable.

He provided an update on Come and Go Programs, advising that Code exempts Come and Go Programs from licensure except in the Richmond area. The Supreme Court will hear this case in October.

Medication Training Update

Debbie Beirne advised that the law changed effective July 1. The Board of Nursing is developing guidelines for medication training. Once approved, DSS will train the trainers in January or February. Trainers must be an RN, LPN, Doctor or Pharmacist and attend a 3-day curriculum. There will be a charge for this training. Further information can be found on the VDH website.

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Committee Assignment

Based on the work just completed with the Strategic Plan; some of the committees are redundant, i.e. Training, and there is a need to reorganize the Strategic Plan Committee.

Strategic Plan Committee

(Each of the 5 Goal Committee Chairs will serve on. The Chair will work with Ms. Anderson on these and provide the information to members within the next several weeks)

General Procedures

Susan Hackney, Chair
Terry Hill
Rosemary Burton
(2 additional members needed)

Background Checks

Kimberly Hulcher, Chair
Donna Peters
William Tobin
Dona Huang
(1 additional member needed)

Nominating Committee

Margaret Collins, Chair
Rose Ann Sharp
Anita Simpkins
Charles Finley
Irene Carney

Future Meeting Plans

November 9, 2006
Work groups will meet from 10-noon
Lunch from noon-1:00 p.m.
Full Council will begin at 1:00 p.m.

Adjournment

***ON MOTION DULY MADE (Mr. Harvey) moved to adjourn the meeting at 4:45 p.m.
Motion carried with all in favor.***

Submitted by Pat Rengnerth