

Licensed Child Care Home Advisory Committee

Meeting Minutes

Tuesday, July 26, 2016

Office of Early Childhood Staff Present: Debbie Sampson and Janet Deahl

Advisory Board Members Present:, Tammy Dunn, Noel Hanson, Tamela Hunt, Latrina Johanning, Rebecca Kenworthy, Colleen Land, Stephanie McKinstry, Joey Scherschel-Buckles, Jennifer Quartucci,

Advisory Board Members Absent: Sabrina Chase, Marci Graves, Ginny Harman, Lois Noggle, Michelle Roberts-Schneider, Eryn Wolf and Maria Wynne

Federal Business:

- Janet Deahl, Quality Manager, attended the meeting, to talk about the Federal Child Care changes. All Providers are to be aware of new policies. There has been two (2) letters sent out notifying all Providers, another letter will be sent out in August 2016. Federal regulations state that all Providers are to take a basic orientation within ten (10) topic areas concerning childcare. Please refer to childcare finder for the frequently asked questions document.

The new policies apply to all childcare licensees, providers, and volunteer caregivers in regulated facilities. The deadline for orientation completion for currently licensed facilities is, September 30, 2016. After September 30, 2016 all new staff have ninety (90) days to come into compliance. Some trainings done by staff may be acceptable. Refer to Carefinder for the classes that are acceptable or contact the educational directors at your Child Care Resource & Referral agency. Once a person has successfully completed the Health and Safety orientation, it does not have to be repeated if a person goes to work at a new facility.

There are three (3) new online training Modules in IACCRR - training central, Module 1 - Child Development, Module 2 - Health, Module 3 - Safety. A fourth (4th) Module will be implemented by August 1, 2016. These Modules fulfill the child development requirement.

- **(Noel Hanson)** If we follow all the regulations, why do we have to take it?
- **(Janet Deahl)** If you've already taken the training, you should only have to show your documentation/certification.
- **(Debbie Sampson)** Every State has to do this. Not all States have a quality rating system like PTQ. These are requirements set by the Federal Government that every Provider has to have this type of training. Refer to the July 1, 2016 Letter that was sent from the Office. Keep all documentation/certification for your License Consultant. After October 1, 2016 your Licensing Consultant will have a checklist to document the trainings.
- **(Janet Deahl)** If a Provider has a CDA, that covers six (6) of the eleven (11) training topics. Training opportunities are available by type area at no or low cost to the Provider.

Office of Early Childhood and Out of School Learning business:

- Deanna Hodges has retired as a Licensing Consultant for St. Joseph, LaPorte, and Starke counties on June 1, 2016. A new consultant to fill the vacancy should be hired and trained by the next Committee meeting in October 2016.

Other business:

- **(Joey Scherschel-Buckles)** Can Providers use their bodies as a "compression" or a tool such as a weight jacket?
 - **(Debbie Sampson)** No, without proper training constraints should not be used. Please contact your local area CCRR Exclusion Specialist for information.
- **(Jennifer Quartucci)** Is there any way Providers are able to find out when their fingerprints need to be retaken?
 - **(Debbie Sampson)** There is no way for Providers to know when they will expire. The State only has access to fingerprint records.

- Tammi Dunn stated she has closed her daycare July 1, 2016 after 20 years at 100% compliance. Two (2) weeks before her closing there was an incident at her daycare. There has to be something to safeguard Providers from vindictive clients.
 - **(Debbie Sampson)** Providers should contact their Licensing Consultants anytime they encounter trouble with clients.
 - **(Stephanie McKinstry)** It is Parents vs. polices. All the Provider has is their Licensing Consultant.
 - **(Latrina Johanning)** Always refer to cited sources such as; NAFCC, State Laws, PTQ.
 - **(Debbie Sampson)** The State cannot give legal advice, I would recommend call your Licensing Consultant or ask the Committee.
 - **(Latrina Johanning)** Providers should start a social group.
 - **(Stephanie McKinstry)** Tried starting a social group, no one showed up to the meetings.
- Tammi Dunn's departure from the Committee left the Vice Chair position available. Latrina Johanning was nominated Vice Chair. The position of Secretary was vacant. Jennifer Quartucci was nominated as Secretary. **Motion Was Carried.**
- There are vacant positions within the Committee Board. Recommendations for new member should be sent via email to Debbie Sampson. There should be two (2) Committee Board representatives from designated area around the State of Indiana.

Rebecca Kenworthy made a motion to approve the minutes from the April 2016 meeting, Latrina Johanning second that motion. **Motion Was Carried.**

Adjournment: Noel Hanson made a motion to end the meeting, Latrina Johanning second that motion. The meeting was adjourned at 1:51 p.m. **Motion Was Carried.** The next Advisory Committee meeting will be in October 2016.