

Child Care Home Advisory Board
Meeting Minutes from January 24, 2012

Staff Present: Melanie Brizzi and Lillian Awe

Guests present: Linda Kolbus from CCDF, Janya Liggin-Fisher, Melissa Chalman

Advisory Board Members present: Noel Hanson, Jaime Jones, Karen Burnside-Strack, Joey Scherschel, Rebecca Kenworthy, Maria Wynn, Stephanie McKinstry, Raneë Armstrong, Lena Burns, Tamela Hunt tried to call in but was unable to get connected.

Sabrina Harris did not get the e-mail about the meeting.

Absent Members:

The meeting began at 1pm with roll call.

Old Business: Rebecca made a motion to approve the minutes from October and Raneë seconded the motion. The October minutes were approved.

New Business: Melanie Brizzi gave us a legislative update. This is the Year of the Young Child. Because of the short session and the Right to Work controversy many committee meetings have been canceled due to the lack of a quorum so many held no hearings. The following are on the agenda.

For the House:

HB1136 A bill that would make the Child Care Ministry Advisory Board official.

HB1144 A bill on the funding of Pre-School programs including a cigarette tax.

HB1143 A bill on the State tax credit for quality child care programs.

HB1310 A bill improving the status of children and paying more attention to the education of pre-school aged children.

HB1322 A bill proposing a tax credit for programs involved in Paths to Quality.

HB1323 A bill that adds in standards for unlicensed child care providers that are currently missing.

For the Senate:

S35 A bill to define eligibility.

S126. A bill on mandatory ½ day Kindergarten for 6 year olds.

S267 A bill on training for child abuse prevention.

S268 A bill proposing an Advisory Board on Early Education.

S288 A bill on the collaboration of the Divisions of child care and education.

S379 A bill on a pilot program to build school readiness.

Melanie encourages all providers and advisory board members to track the bills on-line at In.gov. (Click on legislature, then bills and resolutions).

Melanie informed us that there is an opening in Lake County for a Consultant. Brenda is no longer the consultant there. The two clerical positions that were open, are now filled.

In order to keep the advisory board meetings useful to providers, we will soon be receiving surveys regarding guest speakers, trainings, joint meetings with other groups, etc.

There was a short discussion on Pre-K in school systems and how that might impact providers and how we can ensure that the child care community is represented.

Noel mentioned that options and affordability for caring for only infants and toddlers are challenging and suggested we look at programs that are now doing only infants and toddlers for expenses and ideas.

Stephanie agreed with Noel and questioned how that might impact the continuity of care when they grow out of the infant/toddler age and where they go from there. She suggested a collaboration of child care programs.

Noel stated that many providers would not want to do infants and toddlers.

Melanie said that it makes sense to talk to different groups to come up with additional options. It was a good discussion to have.

Maria Wynn joined the group at this point.

Linda Kolbus from CCDF also joined us. She informed us that they have filled more voucher slots and the wait list is now below 6000. It had been 12,000.

Melanie explained that the regional budget is the way slots get filled. Slots open because they have an increased budget, or a funding source, or families drop out of the program because they no longer have a need for the vouchers...opening up those slots for new children to apply.

Rebecca questioned the amount of slots per shift.

Linda talked about CCDF shift policies which go from 6am -6pm and 6pm -6am. They recognize two shifts and if a child goes over the 6pm slot they are then in shift two. They only assign the maximum number of slots that you are licensed for. She said if providers would prefer their shift to cover different time periods- for example 3 am -3 pm, they can request this from their CCDF Policy Consultant.

Karen questioned the number of slots having been told that she could only have 5 CANI children even though she is licensed for 12 children. Another advisory board member was told the same thing.

Melanie asked if we had been operating unlicensed when we were told that. Karen was, the other provider was not. Melanie said we could have as many on CCDF as we were licensed for. If your licensed for 12 all 12 can be CCDF but then you could not have clients paying cash because you're slots are filled. (Except for the 3 additional if you have that).

Stephanie questioned whether providers could be notified when parents are on a school or holiday break and not receiving CCDF funds for a couple of weeks. There was much discussion around parents who leave without paying the last week or two and providers not knowing they were not receiving voucher money for time they were receiving care. We also discussed "day care hoppers" going from child care to child care and not paying. Also questioned was the lack of two week notice given by CCDF clients. Linda stated that families are responsible for any charges incurred. If a family does not pay the co-pay, then we should contact our CCDF policy consultant but we must contact them within 30 days. Families can be terminated from the program for failing to pay their co-pay. We are responsible for collecting charges owed by CCDF families in the same way we collect from cash clients as per our contracts. CCDF limits the number of times clients can change providers to try to stop the "day care hopping" problem. She advised us to have a strong contract. It is also important to remember that our policies must be the same for private pay and CCDF clients.

There was some discussion on a way to make the court system more aware of these problems. Melanie said that would be difficult but the best thing to protect child care providers is a contract. She suggested we check the CCDF website frequently to make sure the client still has a voucher.

The question arose about why parents are given 13 days to back swipe their attendance and Melanie informed us that providers requested that time. The purpose is to allow families to enter time in case they forget their card, go on vacation, have a sick child, etc.

A question on maternity leave arose. If a mother already has a CCDF voucher child in care and she then goes on maternity leave, does she lose her voucher and does the new child when born go to the front of the wait list since their sibling already is funded?

Linda responded that the baby must go on the waitlist and the maternity leave depends on the individual circumstances. Mothers can go on approved leave. Moms must show they have a job to return to after the leave. Since each circumstance is unique it is important to communicate with the family and the intake agent.

Ranee brought up a situation with the POS machine which she just got put in and paid for putting in a new phone line first. Then was told she did not have to have the machine connected to the phone line in order for clients to swipe in and out. The technician who installed the POS machine indicated that she just had to move the machine every week to a phone line and they could then download the stored information. This is called store and forward. The Bureau doesn't recommend this approach. If you need to utilize store and forward it is important to plug in your POS machine daily to the phone line to get the important updates. Linda informed her that only updating weekly is a dangerous way to do it because you could have a parent denied and not know it until you tried to send the information. Also because they send announcements and do updates to the POS machine overnight. So you would not get them timely.

Stephanie questioned providers getting 10% pay increase when they become accredited and brought up a situation in which a family's circumstances changed and her pay actually went down because their co-pay went up.

Linda said the market rates have not changed. The family circumstances and co-pay may have been what caused her reimbursement rate to go down. Market rates studies are done every two years and the county reimbursement rates are posted on www.hoosierchildcare.com. She advised us to go there if we had a question and then to contact the policy consultant for CCDF if they had further questions.

Melanie said she would send out a Policy consultants map with the minutes so we would know who to contact.

The next meeting for the advisory board will be on April 17th from 1p -3p.

Karen moved to adjourn the meeting and Ranee seconded. The meeting adjourned at 2:25p.