

Licensed Child Care Home Advisory Committee

Meeting Minutes

Tuesday, January 28, 2014

Bureau Staff Present: Melanie Brizzi and Debbie Sampson

Resource & Referral Staff Present: Melissa Chalman - IACCRR

Advisory Board Members Present: Sabrina Chase, Tammy Dunn, Marci Graves, Noel Hanson, Rebecca Kenworthy, Latrina Johanning, Coleen Land, Stephanie McKinstry, Jennifer Quartucci, Joey Scherschel, Eryn Wolf, and Maria Wynne

Advisory Board Members Absent: Ranee Armstrong, Lena Burns, Ginny Harman, Tamela Hunt, Brenda Kennedy, Lois Noggle, and Tracy Renfro.

Old Business: Debbie Sampson made a motion to approve the minutes from the October 2013 meeting, and Maria Wynne seconded it. **Motion Carried.**

Legislative Business:

- Melanie Brizzi informed the committee that HB 1036 is set to be voted upon on Jan. 28, 2014. HB 1036 – Mahan (IC 12-7-2-98.2; IC 12-17.2-3.5; IC 16-38-5-3.) would take effect on July 1, 2015. The provider shall maintain compliance with food, health, safety, and sanitation standards established in rules adopted by the division. The standards are as follows:
 - (1) Bathroom and hand washing requirements.
 - (2) Safe conditions in the facility and on the grounds.
 - (3) Group size requirements
 - (4) Nutrition
 - (5) Daily activities
 - (6) Safety of motor vehicles used to transport children
 - (7) The Provider shall have and maintain twelve (12) hours of continuing education approved by the division and related to the age appropriate educational development, care, and safety of children also allows the State Department of Health to release information from the immunization database to Providers.
- HB 1036 will also allow the State department to release information from the immunization data registry to registered Providers.
- HB 1004 – Behning and Bosma (IC 12-7-2; IC 12-17.2; IC 20-51) The Early Education Matching Grant”, has moved to the Senate. This scholarship program is designed for children age four (4) years old to have access to a Pre-K program while living below the poverty level. This early education grant pilot program is designed to provide supplemental funding for eligible children. To be eligible a Provider must:
 - (a) a Paths to QUALITY level three (3) or four (4) Provider
 - (b) nationally accredited
 - (c) lead teacher must have a Bachelor’s degree
 - (d) is recognized by the State of Indiana as a business entity
 - (e) have to participate in a yearly evaluation
 - (f) plan family activities
 - (g) ISTAR-KR assessment has to be used. There is an emphasis on the outcome of Pre-K

In order for a child to be eligible, the child must:

- (a) be at least four (4) years of age
- (b) the matching grant is awarded to the eligible provider
- (c) be a resident of Indiana
- (d) be a member of a household with an annual income that below the poverty level
- (e) receive at least one hundred eighty (180) days of eligible services per year from an eligible provider or the equivalent number of instructional hours

Bureau Business:

- All background fingerprinting has to be done for all providers, staff and volunteers by July 2014. If there is a discrepancy with the results of the fingerprints, an email will be sent, and new fingerprints will be taken. There won't be a second charge for reprints. National fingerprints have to be done every three (3) years. Fingerprints are **not** kept on file. If a Provider has thirty-five (35) or more fingerprints to be done, an authorized agent will come out to that location. Please call your local authorized agent for details.
- Please make sure you have your abuse and neglect prevention certificate. Your licensing consultant will request to see your certificate. This has always been a requirement. All daycare providers, staff and volunteers are required to have this certificate. This is also a requirement for all Providers with new employees that have worked in other childcare environments.
- **Indiana Child Care Stats for 2013;**
 - (a) 35,631 children are in, in-home daycares
 - (b) 114 in-home daycares are accredited
 - (c) 2,805 in-home daycares – 73 closed
 - (d) 592 Centers – 51 closed
 - (e) 652 Ministries – 1 Closed
 - (f) 119 letters were sent to illegal in-home daycares to close immediately
 - (g) 37 licenses evoked
 - (h) 21 applications for licenses denied
 - (i) 6 emergency closures

Other Business:

- With a class II licenses there is no "Plus 3's". The "Plus 3's" are part of the ratio. In both class I and class II in-home daycares a Provider's children are a part of the child ratio. For assistants with a child brought to the daycare, the assistant's child is counted in the ratio as well.
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- Rebecca Kenworthy asked, if an in-home daycare facility have to be handicapped accessible? Debbie Sampson stated that it is not a requirement. The ADA laws give exceptions for meeting the accessibility requirements. You can contact an attorney if you have further questions.
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- Debbie Sampson stated that class II child cares do not have to have sprinklers on the first story of the home. No children under the age of twenty-four (24) months are allowed on the second floor of a home. If a floor other than the 1st floor is used for child care it must meet 3 requirements: 1. Automatic sprinklers throughout the entire home including the basement 2. At least 2 exits directly to the exterior of the home for the sole use of the occupants of the second story 3. No children under 24 months of age on the second story.

- Stephanie McKinstry asked, do Class II homes need a standing structure to block off access to the kitchen area? Debbie Sampson stated that yes, a child's access to the kitchen area, especially the stove has to be blocked. The use of an island, low wall or gate is acceptable. These circumstances are only acceptable if the kitchen is open concept and not just a room. Contact your local fire marshal or an architect for more detail layouts. You will need to complete a Design Professional Statement for Class II homes.
- It is a concern that there is a lack of friendly staff at the IACCRR. Among Providers it is essential that they be able to get to training classes on time. If there is a time when a Provider has no available care for their own children, considerations should be looked into about more available dates, locations and times for classroom trainings suitable to an in-home Provider's schedule.
- Melissa Chalman informed the committee that Child Abuse and Neglect Detection and Prevention one (1) hour training is available on the IACCRR website. This training course is available in webinars and a one (1) hour class.
- Melissa Chalman informed the committee to contact the IACCRR if they come across any trouble with CDA renewal letters of recommendations. You can contact Renee' Kinder at 800.299.1627 or your local chapter of IAEYC at 800.657.7577.
- Melissa Chalman commented that social networking among in-home daycare Providers is essential. If any Provider has, or knows of a social network aimed at helping, informing and positively influencing each other, please contact other in-home Providers in your area with this information. Connect with other Providers at trainings and workshops. IACCRR has a needs assessment form for Providers to fill out. Use this form to let IACCRR know of your need to join a social network for daycare Providers. IACCRR central office is located in Indianapolis at;
**3901 NORTH MERIDIAN STREET, SUITE 200,
INDIANAPOLIS, IN 46208**
- Tammy Dunn nominated Stephanie McKinstry as the new vice chair. Rebecca Kenworthy made a motion, and Maria Wynne seconded that motion. **Motion Carried.**

Jennifer Quartucci asked, what is CLIMBS? Melanie Brizzi stated that CLIMBS is a program associated with the social and emotional development of children. CLIMBS promotes pro-social behavior in children. There is technical assistance and intervention with site visits available. Providers go through intense training centered on social and emotional health development. Melissa Chalman stated that you can contact Renee' Kinder at IACCRR at 800.299.1627, to be connected with an inclusion specialist.

Note: Additional information on the new child care laws including the answers to frequently asked questions can be found on the BCC website:

<http://www.in.gov/fssa/2552.htm>

The Committee Facebook page can be found at:

[IndianaChildCareHomes@groups.facebook.com](https://www.facebook.com/groups/IndianaChildCareHomes/)
www.facebook.com/groups/IndianaChildCareHomes/

Adjournment:

A motion was made by Tammy Dunn to end the meeting, Maria Wynne seconded it. The meeting started at 1:00 p.m. The meeting was adjourned at 2:53 p.m.