

Louisiana Advisory Council on Child Care and Early Education
Advisory Council Meeting – September 10, 2010
Iberville Building 10:00 am to 12:00 am

Members Attending: Patricia Crocker, Todd Battiste, Rev. Tommy French, Tiffany Hinton, Lois Jordan, Brenda Leonpacher, Tonia Loria, Barbara Pickney (represented by Sondra Myers), Cindy Rushing, Mary Sciaraffa, Ph.D., John Dupre (represented by Linda Lambert), Capt. Leland Falcon, Carey Foy, Rhenda Hodnett (represented by Willene Griffin), Dr. Mary Louise Jones (represented by Cynthia Ramagos), Gail Kelso (represented by Jackie Droddy), Al Mancuso (represented by Joy Acklen-Raymond)

Members Not Attending/Without Advance Notification: None

Excused Absence – Advance Notification: Carrie Prochaska, Steve Gogreve

Interested Parties: Brenda Butler Aikens, Betty Blaize, Monica Fabre, Shannon Gayle, Delores Gordon, Claude Jackson, Jackie Knouse, Dr. Ashley Lucas, Dana Romero, Janie Starks, Guy Sylvester, Carondelette Thomas, Warren Toledano, Judy Wiggins

Others: Susan Delle Shaffette (Facilitator), Dorothy Jones (Recorder)

I. Introductions and Welcome

President Pat Crocker called the meeting to order at 10:00 am on the 9th floor of the Iberville Building. It was noted that there were several people who normally attend the meetings, who are attending the Child Care Association Conference in Port Allen. Attending Advisory Council members introduced themselves and the organizations they represented. Those persons attending as interested parties were also invited to introduce themselves.

Minutes from the Advisory Council meeting on June 25, 2010 were introduced by Cindy Rushing, Secretary. A correction was made to the minutes on Page 3, Section VI: changing Janice Hughes to Janie Humphries. A motion was made by Rev. Tommy French to approve the minutes as corrected. Motion passed. A request was made to begin using page number for minutes.

II. Risk Evaluation Panel Assessment

Pat Crocker introduces Willene Griffin, from DCFS-Child Protection Investigations, to give a presentation on the Risk Assessment Panel in Child Protective Investigations. Guy Sylvester, from Child Care Licensing, was also present to give information from the licensing perspective. This panel primarily focuses on Act 47 – Disclosure for the State Central Registry (SCR) for owners, operators, current or prospective employees, and volunteers in child care facilities licensed by the department. A sample disclosure form (SCR 1 – LIC) was distributed along with an overview handout. In addition to the initial startup in January 2010 of this procedure, the times the form would need to be completed and the steps involved after the form is completed were reviewed. When a Risk Ruling is required, the panel will meet to make a determination. This panel includes Rhenda Hodnett, Guy Sylvester, Toni Buxton and Angie Badeaux.

It was noted that even the owners of the facility must complete the forms. If the applicant checks yes, indicating they are on the central registry, then they must complete page 2 and a risk ruling will be made. If they check no, it is not the responsibility of the center to determine if this is true. If someone

checks no knowingly to avoid notice and gain access to employment with children, the case will be sent on to the court system for prosecution. There are multiple times when you may be asked to show that these forms are completed and on file.

III. Communications Committee Update

Carey Foy, member of the Communications Committee, was asked to present the update from this group. The committee met at the State Library on August 30, 2010 to discuss the role and procedures for the Advisory Council communications efforts. Minutes of the committee meeting were distributed and one correction made to the goal statement. Goal: To create a recommendation to the Advisory Council on a guideline that would be in place for use when information/opinions from the field were sought by the Advisory Council prior to given a requested recommendation to the Department or the Secretary. Following discussion and rationale for each, the following recommendations from the committee were unanimously approved:

Recommendation 1:

The Communications Committee recommends that the following procedure be used to obtain information or opinions from the child care centers/industry when it has been determined that additional input is desired:

- A set of survey questions will be created using an ad hoc committee for the particular topic.
- The questions will be reviewed by the officers of the Advisory Council and the Communications Committee.
- Recommended changes will be made to the questions.
- The questions will be put into an online survey mechanism and a link generated to access the survey.
- The survey link will be sent to the DCFS designee (Trey Williams) and be sent to all child care centers in the email database.
- Survey links will also be sent to the list of associations represented on the Advisory Council and they will be asked to send it to their members for participation/input.
- Information gathered will be brought to the Advisory Council for review and a copy provided to DCFS for their use.

Recommendation 2:

The Communications Committee recommends that DCFS provide a single page on their website that is dedicated to the Advisory Council. It will be an information page with links. The suggested content would include:

- The purpose and responsibilities of the Advisory Council
- A list of the members and their affiliation (no method of contact)
- A “submit button” for questions directed to the Advisory Council – the information request/question submitted would be forwarded via email to Gail Kelso, Trey Williams and Susan Delle Shaffette

- Susan Delle Shaffette would compile a list of information requests/questions for the Advisory Council members to review. They would determine if any were to be discussed by the Advisory Council or if they were not going to review further as the matter was a Department issue, etc.
- If the Advisory Council determined they wanted to offer an opinion or recommendation, they would seek information from the child care centers via a their survey process with a link posted on the page
- Periodic surveys for additional input to the Advisory Council – refer to survey process in recommendation #1
- A list with links to the various child care associations represented – and have a designated email/method of contact identified by each association listed on the page
- Listing of Advisory Council future meeting dates

The recommendations will be placed on letterhead and submitted to the DCFS Secretary for review and to Trey Williams, DCFS Communications.

IV. Incumbent Worker Training Program

Monica Fabre, with the Louisiana Workforce Commission's Incumbent Worker Training Program (IWTP), attended the meeting to give this presentation. The IWTP is a good resource for Child Care Centers to use to educate existing employees. It is for skill set development. The employer must have been in business for three years. There are two types of training – the SBET (off-the-shelf training) and the customized in-house training for large groups of 15 or more (consortiums of several employers can be created). The employer pays for the training and depending on which type is selected, is reimbursed up to 90%. There is an online application. The approval process to get clock hours will be discussed between Monica Fabre and Jacinta Settoon, DCFS. We will bring more information on this to the December meeting. This is a great opportunity for the two departments to potentially develop specialized training for child care. For more information, go to: www.laworks.net and link to Incumbent Worker.

V. Update on TOTS/CCAP

Jackie Droddy, DCFS, was present to provide an update on the TOTS/CCAP. The new time and billing program went online in July in the Lafayette region. It was implemented statewide in August. The timetable was aggressive due to budget concerns. There have been modifications made based on lessons learned in the Lafayette area. The department is open to hearing comments. There is concern that information in the media is incorrect and that it is being presented as a way to track all children.

Some of the initial issues in using the machine, part-time/full-time children, missing finger scans/delayed scans, and payments for absent days were discussed and the modifications noted. There was a request for an email address to go to specifically with TOTS questions and Jackie gave her email: jackie.droddy@la.gov.

VI. Legislative Changes

Guy Sylvester, DCFS Licensing, was present to give an update on the most recent legislative session outcomes.

- HB 106/ACT 508 Provides for the portability of criminal background checks that are good for 12 months.
- SB196/ACT64 Residential facility. Provides an expanded definition of term “youth” to allow them to provide transitional living for 18-22 year olds.
- HB 1477/ACT 63 – Provides for licensure of Juvenile Facilities - previously they were unlicensed and unregulated.
- [REDACTED]: Provides exception for some Religious organizations from regulations if they were unlicensed on July 1, 2010. There’s a moratorium on Regulation of 501(3)(c) for this session.

The group participated in discussion about the various changes and asked questions for clarification. All were in agreement that ALL CHILDREN deserve to be in a licensed facility. There was concern amongst those attending that the economy and other issues were causing closures of facilities, leaving children in potentially unsafe, unlicensed care. The need for an educational awareness campaign for parents was considered key in order to impress that they are responsible for selecting the level of safety for their child’s care.

Capt. Falcon noted that the Act 508 Portability allows for a certified copy to be used for one year. The center must see the original with the raised seal. The center may then make a copy. Also, when reviewing a RAP sheet, it will always list the page numbers as ___ of _____. Make sure you see all pages.

The Advisory Council members determined they wanted to have a brainstorming session to talk about unlicensed care, struggling centers and potential creative solutions. The following people volunteered to participate in this session:

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| • Rev. Tommy French | • Guy Sylvester |
| • Todd Battiste | • Carey Foy |
| • Brenda Leonpacher | • Pat Crocker |

VII. Public Comments, Announcements and Department Updates

- LAECA Council is having their Annual Conference on October 22-23, 2010 in Alexandria. For more information, go to: www.laeca.org. Clock hour training available.
- The Circle of Care training will be held on May 14, 2010 in Lafayette. Registration is through 1st Years Child Care Resource & Referral Agency (337-332-8551). Clock hour training available.
- Together We Can Conference will be on October 5-7, 2010 in Lafayette. Information and registration links are at www.latwc.com. CLE & NASW-CEU approved, clock hours will be applied for following a brief meeting with Jacinta Settoon today.

VIII. Next Meeting

The next meeting of the Advisory Council will be on December 10, 2010

IX. Adjourn

Pat Crocker adjourned the meeting at 12:00pm.

DRAFT