



Office of Child Care (OCC) Advisory Council

Meeting Minutes

August 13, 2015



AGENDA ITEMS	DISCUSSION OUTCOME
Attendees	<p>Council Members: Jennifer Arnaiz, Jody Burghardt, Shannon Burroughs-Campbell, Dr. Cheryl Duncan De Pinto, Elizabeth Huffman, John Krupinsky, Dona Ponn, Chris Peusch, Rachel London, Steve Rohde, Angie Robinson</p> <p>MSDE Staff: Liz Kelley, Kelley Martin, Manjula Paul, Deborah Royster, Betsy Blair, Roann Tsakalas, Linda Zang, Tracy Jost, Lindi Budd, Angeline Bishop-Oshoko, TJ Bennett</p> <p>Guests: Kim Grant, Shay Gerry, Debbie Moore, Sara Bosley, Kathy Ekley</p>
Welcome And Opening Remarks	The meeting was called to order by Liz Kelley
<p>Steve Rohde</p> <p>Assistant Superintendent/ Director's Report</p> <p>Race to the Top/Early Learning Challenge Grant Updates</p>	<p>Steve distributed the updated Family Support and Maryland Child Care Resource and Referral Center lists.</p> <p><i>The discussion was led by Liz Kelley, Director, Office of Child Care</i></p> <p>Liz introduced Manjula Paul to the group. Ms. Paul is the Nurse Consultant for the Office of Child Care Licensing. At the time of the meeting, Ms. Paul was with the Office for about one week.</p> <p>Liz also introduced Deborah Royster, who is handling enforcement actions for the Office of Child Care Licensing.</p> <p>Roann Tsakalas reported on several of the Race to the Top (RTTT) initiatives. The local Early Childhood Advisory Councils (ECACs) will finish their grants by December. All of them have sustainability plans in place. Some of them have formed early learning committees. They will continue their work.</p> <p>Making Access Happen is one of the projects we are working in conjunction with the Department's Division of Special Education. It is a coaching and mentoring program. By December, all 24 jurisdictions will be involved. The video library through Learning Links can be accessed online and is growing daily.</p> <p>The Breakthrough Centers will continue through December. They reach out to providers in Title 1 neighborhoods. It has been going very well; they use incentives, such as coupons to purchase early learning tools. It has been a great incentive to get people into MD EXCELS. There has been a lot of effort to reach out to facilities that accept subsidy that have not come on board yet.</p> <p>The Guide to Pedagogy is online and can be downloaded.</p> <p>Judy Centers expanded under the RTT grant and continue to expand under the Pre-K grant. There will be 52 Judy Centers.</p> <p>MMSR training was moved to Project 6 because everyone is now being trained on the Early Learning Assessment (ELA) and the Kindergarten Readiness Assessment (KRA). The ELA training is really picking up. MSDE is getting ready for the second iteration of the KRA.</p>



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SEFEL	<p><i>Update given by Linda Zang:</i></p> <p>SEFEL – Over 1,000 people have taken the online SEFEL training modules. For sustainability, DECD is working with PDIS to develop a continuum between SEFEL and PDIS. Kindergarten teachers, 1st and 2nd grade teachers have to use PDIS but it did not have strategies for working with young children, especially the developmental stages. We are looking at how to get SEFEL to the community.</p> <p>You can Google Innovations Online SEFEL.</p>
Developmental Screening	<p><i>Update given by Tracy Jost:</i></p> <p>The online training launched in June. In June, 429 providers and Directors signed up for the training. 964 tools are ordered, the bulk of which are ASQ III, quickly followed by Brigant. MSDE is going to send information to the provider associations on how to take the training, either online or face-to-face.</p>
Toolkit and Libraries	<p><i>Update given by Linda Zang:</i></p> <p>Dr. Lowery signed the grant agreement on August 12. MSDE will get almost half a million dollars from the Kellogg Foundation to continue what was started under RTTT – Family Engagement. MSDE said in its grant that service providers will be able to recognize and meet family needs, parents will be informed and engaged in their children’s education, and parents will feel a diminished sense of isolation. The ECAC is overseeing the project, but the Family Engagement Coalition will be running it.</p> <p>MD is unique. Its libraries are interested in early childhood and they have adopted so many mechanisms to make the early childhood experience good for families. Libraries are making early learning a priority. They have expanded way beyond what RTTT paid for. They are holding Parent Cafes and have parent information centers. The libraries are vital to the local ECACs. All librarians are trained in SEFEL.</p> <p>Project 10 is the data piece and is the process of wrapping up. We are waiting for the Enrollment and Attendance Reporting System (EARS) piece right now. We will be able to provide a link soon. The dashboards refresh daily with new data. You cannot change the questions, you can view, but cannot query.</p> <p>Debbie Moore asked if children would begin getting unique identifiers – in the EARS piece of the project?</p> <p>Liz said yes. We are pulling in a focus group made up of about 15 child care providers. They will be coming in on September 10 to walk through the EARS portal component as well as the subsidy and attendance reporting component. The purpose is to get feedback about the stability, barriers, what problems there might be, how wonderful it might be. Providers volunteered to test the system. They will also get a login so they can go back to their facility to ‘play’. The focus group period will be 30 days.</p>



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	<p>Steve Rhode said MFN is about to overhaul the training calendar and asked if they could discuss it at the next trainer meeting. Liz said absolutely.</p> <p>Rachel London asked if the EARS piece would capture any information on special needs. Will there be outcome data in terms of the training? Will we ultimately be able to see if more children with special needs are in care?</p> <p>Liz said yes, if the information is made available to us. We will have to determine what information will be made public.</p> <p>Dr. DePinto asked if there would be any information available on children with special health care needs.</p> <p>Liz said no.</p>
Legislation	<p><i>Liz provided updates.</i></p> <ul style="list-style-type: none"> ✓ Liz said she is currently only aware of one piece of legislation this year. It is centered on illegal child care, which is a great concern of Senator King's. Her staff approached MSDE to participate in a small group to discuss illegal child care. This is a huge issue. We do not have many tools to handle it. We have consulted with the Fire Marshal's office, the health department, the attorney general, and the police office. ✓ There may be some interest in moving child care out of Family Law and into the Education Article. ✓ Chris Peusch said Integrated Pest Management has approached her. They would like to collaborate with child care and write training on how to be proactive concerning pest management. ✓ Some family providers have been advocating for increasing the number of children under the age of two. The Fire Marshal's office is adamant and said they will not approve more than two children under two unless there is another adult present.
CCDF State Planning	<p>Liz led the discussion.</p> <p>DECD has just completed two full days of meetings with the Federal Region III representatives. We thought we were so far ahead by having the focus group meetings and gathering information. Then we discovered they changed the pre-print! As a result of the last two days of meetings, we have developed a list of things we need to address</p> <ul style="list-style-type: none"> ✓ If we have any recognized Indian Tribes (not federally), but State, we have been encouraged to ask for their participation on the State Plan. We feel one of the ways to do this is to invite a representative to the Advisory Council. ✓ We have asked for technical assistance on disaster preparedness and response. Child care providers are fine. The State is not. Our regulations do not allow us to waive any



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	<p>regulations during an emergency. We need to update statute if either it prohibits us from waiving regulations, or we need to update our regulations.</p> <ul style="list-style-type: none"> ✓ There is a question around homelessness. The new plan really puts a strong emphasis on homeless children. Can there be a waiver offered if children cannot prove citizenship? To receive child care subsidy, it is a requirement. ✓ The State Plan wants to know how state standards meet the requirements for health and safety for all child care providers who receive Child Care Development Funds (CCDF). Camp programs are not held to the same standards. We are seeking clarification if it is sufficient for DHMH to certify that the camps meet health and safety requirements. ✓ All child care providers receiving child care subsidy must complete pre-service training in 10 specific areas and must complete training yearly in the same specific areas. Does it apply to all staff including aides? Why are we requiring people to be re-certified in first aid/CPR yearly when it is good for 2 to 3 years? In addition, how can we move people to a higher credential if you are requiring those people to take the same training every year? <ul style="list-style-type: none"> ○ Prevention and control of infectious diseases, including immunizations ○ Prevention of SIDS and safe sleep practices ○ Medication Administration ○ Prevention of and response to emergencies, including allergic reactions ○ Building and physical premises safety, including identification of and protection from hazards that can cause bodily injury ○ Prevention of shaken baby syndrome and abusive head trauma ○ Emergency preparedness planning ○ Handling and storage of hazardous materials and the proper disposal of bio-contaminants ○ Precautions in transporting children if applicable ○ First Aid and CPR <p>We are looking at developing or embedding these topics in existing training. For the yearly update, we are looking to provide free training online, or at regional round-tables, to meet the requirement. People would not be able to take them for credit.</p> <ul style="list-style-type: none"> ✓ The criminal background requirement requires everything - child protective services, sex offender registry, state and federal fingerprinting, etc. They have to be done every five years. You have to clear the person for not only Maryland, but also for every state where the provider has lived in the last five years. All states are struggling with this requirement. We would have to have a MOU with all states, territories, and tribes. We are also required to clear people within 45 days. The Department of Defense (DOD) has a process. Liz has asked that DOD share that process with the states.
OCC Branch Updates	<i>Betsy Blair provided updates:</i>
Child Care Subsidy Branch Updates	<ul style="list-style-type: none"> ✓ We are in the middle of case management transition. Case management will be fully implemented on August 31. That is the day the vendor takes over and the local



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	<p>departments of social services will stop processing paperwork.</p> <ul style="list-style-type: none"> ✓ During the week of August 24, we will be collecting pending applications. The vendor will try to work through some of the backlog. Baltimore County is working on June work. Baltimore City is 300 cases behind and Prince George's County is 350 cases behind. ✓ There will be a 24 hour IVR and customer service representatives available during business hours. ✓ It is a paper-free location. Everything will be imaged, so nothing gets lost, which is a huge complaint right now. ✓ There is a data entry group, an eligibility determination group and a customer service group. ✓ This change is focused on customers – there is no immediate change for providers.
<p>Credentialing Branch</p> <ul style="list-style-type: none"> ▪ Updates 	<p><i>Angeline Bishop-Oshoko provided updates:</i></p> <p>A vendor has been selected. It is awaiting final approval from DoIT. We cannot currently release the vendor name. We anticipate award by the end of August/early September.</p> <p>Bonuses will still be approved at MSDE. However, in the future, it is possible the vendor will also process them.</p> <p>We are approving bonuses through CCATS now and it is easier than anyone thought possible.</p> <p>Chris asked how far behind credentialing is right now.</p> <p>Angeline said they are currently processing applications from the end of March. We are hopeful the vendor will be able to process the backlog and get the program back on track by the end of December.</p>
<p>State Plan Requirements/TCA</p>	<p>We have learned that the Department of Human Resources (DHR) pends the case for someone who comes in to apply for TCA for 27 days. Once they do work the case, they back date it to when the person applied.</p> <p>DHR has been processing subsidy vouchers for those pending cases, in contrast to our child care subsidy regulations. They are violating the regulations since 2002. Other states only cover people who have been confirmed as eligible.</p> <p>If DHR works the case on day 27, we issue the voucher, and then the person is found ineligible, it is an error and an overpayment. We (MSDE) would be responsible for reimbursing the funding and it would be an audit finding. In addition, with the new CCDF requirements, we have to issue a voucher for a 12-month period.</p> <p>DHR has requested that MSDE change its regulations to allow for "Up-front" job search. Liz said she informed Betsy she would bring the issue to the Advisory Council for their input. We have told DHR to work the case and we would be happy to pay for the customer, but not until they have been found eligible.</p> <p>Betsy added that it costs up to \$2 million per year for that particular caseload. In addition, with the 12-month voucher, it would cost far more because we would not be able to cancel the voucher.</p> <p>Chris said she moved to have DHR pay for those customers from their TANF funds instead of using</p>



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	subsidy funds to pay. There was consensus of the member present that this was appropriate.
Licensing Branch Updates	<p><i>Liz provided the update:</i> The revised regulations are posted online.</p> <p>Phil Koshkin, our former regulations guru, retired and Liz has been taking the lead on regulation changes. Somewhere between Liz, Phil, the Maryland Register and publication, the staff child ratio and group size for infant/toddler was deleted from the center regulations. Those will be going back in as soon as possible.</p> <p>Other changes will include clarification on training requirements for ADA and breast-feeding as it applies to all staff.</p> <p>We will add requirements for people who work in child care facilities to be immunized according to the CDC guidelines.</p> <p>If a family provider engages a substitute, care must still be in the provider's home.</p> <p>Developmental screening requirements will go in later this year.</p>
Maryland EXCELS Branch Updates	<p><i>Lindi Budd provided the update:</i></p> <p>Outreach is currently focused on expiring programs to get them into EXCELS and published.</p> <p>The effort to get subsidy providers into EXCELS has been going well. At the deadline, we had only between 130 and 170 providers out of 2,800 or 2,900 that had not registered to participate.</p> <p>We are working with Johns Hopkins University/CTE, who has worked a partnership with the Baltimore Orioles; to provide an opportunity for children in participating EXCELS programs to call the game. The announcer will feed the children the lines. Our tag line will be, "Wowser, that must be some smart kid; they must attend a Maryland EXCELS program." The children range in age from 4 to 11.</p>
Next Meeting	November 12, 2015 - 10:00 am – 12:00 Noon @ MSDE, 8 th Floor Conference Room 6/7