

# Office of Child Care (OCC) Advisory Council Meeting Minutes June 4, 2020

AGENDA ITEMS	DISCUSSION OUTCOME	
<b>Attendees</b>  Do not have sign in sheet but the following acknowledged attendance in meeting	<b>Council Members:</b>	Dona Jo Mullen- Crystal Barksdale- Diane Merllot- Elizabeth Huffman- Erin Moxley - Sitting in for J. Grant Ruby Daniels- Shannon Burroughs- Shay Gurry- Steve Rohde- Chris Peusch
	<b>Guests:</b>	Naushaba Bokhari- Tarun Patel- Sandy Graham -Lisa Herbst -Josh Oboler- Flora Gee Lacey Egerton- Charo Torres- Christina Lopez- Derek Newberry- Joan Johnson Nancy Anselm- Tracy Jost- Sharon Lytwynec
	<b>MSDE Staff:</b>	Jennifer Nizer-Suzanne Ruark- Stephen Lenzner -Stefanie Rudo -Sara Moran- -Sandy Klunk -Rousana Soto - Rosemary Lober-Rachel Rotenberg- Petrea Hicks -Nancy Cahlink-Seidler-Monica Barnes-Michelle Bronson -Markia Opoku-Agyeman- Malita Pankey -LyTia Williams- Lou Valenti- Lindi Budd – Rene’ Williams- Tara Bartosz-Kathy Long – Jennifer Campbell- James Sherwood- Jackie Maull- Donna Lorenzo - Diane Appel- Crystal Warren- Allie Van Horn- Amber Riley- Amy Chehi- Angelia Bell- Becky Bozarth- Beth O’Connor- Carolyn Hunt
<b>Welcome and Opening Remarks</b>	<ul style="list-style-type: none"> <li>• Meeting called to order and asked for those on the call to type their name and title in the chat box.</li> <li>• Chris P – reviewed the guidelines to all members and guests</li> </ul>	
<b>Review Guidelines/Goals of Council</b>	<p><b>The purpose of the OCC Advisory Council is to:</b></p> <ul style="list-style-type: none"> <li>• Advise and counsel the Office of Child Care.</li> <li>• Review regulations proposed by state agencies regulating child care.</li> <li>• Review issues and problems relating to care of children and suggested priorities for consideration by the Office of Child Care; and</li> <li>• Identify interdepartmental issues of importance to child care providers and users that should be addressed by the Office of Child Care and other state agencies.</li> <li>• The Council meetings are “open” meetings but not “public” hearings. What this means is that the meeting is open to anyone who would like to attend. However, it is not a “public” meeting, in that the topics of discussion are limited to only those items on the Agenda. OCC Advisory Council meetings are not the appropriate forum to share concerns or complaints.</li> <li>• The Agenda for each meeting is set prior to the meeting in consultation between the Department and the Chairperson for the Council. A Council member who would like to have an item considered for the agenda should make the request no later than two weeks prior to the meeting by contacting Tara Bartosz@ tara.bartosz@maryland.gov or Chris Peusch, <a href="mailto:mscca1@comcast.net">mscca1@comcast.net</a>. The Department will share information as specified on the Agenda set for the meeting.</li> <li>• After all items on the Agenda are concluded, the Council meeting will be opened to “Other Business.” This will allow for discussion of items not necessarily related to those on the Agenda. To ensure an equal amount of time for participation, each speaker will be asked to limit their thoughts and comments to no more than three minutes. Comments made during this time should be succinct, specific and of interest to the Council members.</li> <li>• Places at the table are reserved for Council members only. Therefore, non-member visitors attending the meetings should sit at the tables indicated for guests until the OCC Advisory Council chair invites visitors to sit in any remaining seats at the table.</li> <li>• Comments and remarks that do not coincide directly with Agenda items may not be shared until the meeting is opened to “Other Business”.</li> </ul>	
<b>OCC Advisory Vacancies</b>	<ul style="list-style-type: none"> <li>• Member of the Senate</li> <li>• Member of the House of Delegates</li> <li>• Pediatrician w/Interest &amp; Expertise in Child Care Issues</li> <li>• Parent, user of Child Care Services</li> </ul>	

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<p><b>Branch Chief Updates</b></p>	<p><b>Credentialing</b></p> <p><b>Nancy C</b> stated that currently conducting all training virtually. The majority of our trainers have been converting over very slowly. We are observing all of the trainers and helping them with the TA that they need so they can facilitate. I do want to let everybody know is that all the NAEYC trainings that are currently happening, they are approved for continued training. I know there've been a lot of questions with several different individuals in regards to whether or not we are accepting them. We are accepting all the NAEYC trainings that they are doing.</p> <p><b>Chris P asked:</b> if there is a need to find on-line training, where can they find this?</p> <p><b>Nancy C. responded:</b> MFN currently have a document that all the training that the Google doc, so all of the trainers are currently listing everything that are currently doing. So if people are looking for training, they can go to MFN</p> <ul style="list-style-type: none"> <li>• Been working continuously with zero to three. we trained our infant and toddler trainers on the critical competencies. It will be presented virtually but we're still working on the final rollout plan</li> <li>• Everything is up to date with processing application etc</li> <li>• Additional PAU requirements have been posted on website. All EPCC providers will be able to get 2 PAUs. Angeline provided requirements as to what will be needed to achieve this PAU.</li> <li>• CCPDF has over 100 new applications, deadline for currently applied have until June 30, 2020 to submit. There are 453 continuing students. The dead line for college to submit their proposal is June 1, 2020.</li> <li>• Training Vouchers/Reimbursement are still being processed on time within 30 days.</li> <li>• Training approval is looking at a standard as to how to approve virtual conferences.</li> <li>• Quality Incentive grant applications that we receive, but currently, due to limitations of funds, we are no longer accepting application for the quality incentive grant but are still accepting for the Family Care Grant.</li> <li>• We will be able to send out the information about funding the CDA credential through the council for professional recognition</li> <li>• Everything is updated on the DEC website for additional information regarding updates ; <a href="https://earlychildhood.marylandpublicschools.org/credential-branch-news-during-covid-19">https://earlychildhood.marylandpublicschools.org/credential-branch-news-during-covid-19</a></li> </ul> <p><b>Licensing</b></p> <p>Jennifer N. announced that Sherry Tsigounis has accepted the position as Deputy Branch Chief.</p> <ul style="list-style-type: none"> <li>• We are currently doing virtual inspections of EPCC sites, uh, to basically look at health and safety issues and the Maryland department of health guidelines.</li> <li>• We are in the planning stages of beginning, full inspections, both anniversary and mandatory inspections. That planning process is underway. We are going to have an all staff meeting with all licensing branch on Tuesday to discuss those things. We will get word out to the provider community that those inspections will be occurring.</li> </ul> <p><b>Timeline for inspections:</b> The plan is to begin the inspections in June and we're still planning.</p> <ul style="list-style-type: none"> <li>• <b>Open classrooms:</b> We have approved programs that had existing classrooms that were sub pieces or book shelves, or cubbies those types of things. Until we start inspecting facilities, we have not approved big pieces being subdivided because we have to then measure creates. Also. We have to make sure that the barriers that are put up are not going to topple down on children. So rooms you had previously approved to COVID-19, we have approved for four children at this point. Once inspection start happening that might change as far as the</li> <li>• <b>Friends and Family program:</b> That was the executive order from the governor. The office of childcare does not have the authority to change that program that has to come either from Dr. Salmon or from the Governor's office. There is not a date as of yet as to when that is ending.</li> </ul>

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	<ul style="list-style-type: none"> <li> <b>Continued training:</b> We have extended the deadline for continued training for people who, and again, training is based on hire dates for staff. We have not had inspections in person since March. So for programs that need continue training, we're going to extend the deadline, even though most all of the training is now accessible. Online training is accessible. We know that there might be a financial burden for some people who have not been working. So we have extended that deadline until December 31st of this year. I know there were some questions and confusion about the health and safety training line really does not need to be extended because that training is free and it's online and people can get that right now.         </li> </ul> <p><b>Elizabeth H asked:</b> Are they going to be, are you going to notify us or are they going to be a surprise?</p> <p><b>Louis V. responded:</b> The visits we plan to still are unannounced inspections, but will be notifying the provider community that inspections are occurring.</p> <p><b>Jennifer N. added:</b> All regulations have been removed from website.</p> <p><b>Maryland EXCELS</b></p> <ul style="list-style-type: none"> <li>We continue to protect the programs that have published quality ratings through October 1st. We have protected the quality ratings of our programs. We had discovered an unintended consequence of what we did to protect those ratings, which was that our data system called CCATs did not recognize the new date that we were sending to them. What we had to do in order not to disrupt the payments, the quality payments, they're called EXCELS payments, not bonuses, payments for providers that serve childcare, subsidy eligible families. We had to publish those quality rated three, four, and five programs through our Maryland EXCELS system. So those programs have been published now for a year start ing with a date of May 20th or 21st, that that might not have been the schedule that you would have preferred to publish your program, but you are now protected for a year. This was our only quick, efficient way to not disrupt excels payments for those programs that had, did miss excels payments. We've already communicated to you and those payments are now in your bank account or coming soon, they are processed extremely quickly.</li> <li>We were considering the programs that are already accredited by Maryland Accreditation - still accredited because we are not able to do our site visits as usual. All of that information, any updates that we have is, are always posted on the DEC website on the COVID-19 page.</li> <li>We're hearing that providers are really responsive reaching out to our outreach, to work on their quality ratings, even though some of them may be closed or operating under difficult situations. our quality assurance team has been doing a lot of online work with our providers to help them increase in their quality ratings and just be ready when we reopen.</li> <li>We will have web based Maryland EXCELS training. There will be an announcement coming out from our branch as well as from Maryland EXCELS about that so that our training can continue, even though we will not be doing it in person.</li> <li>Everything is updated on the DEC website for additional information regarding updates <a href="https://earlychildhood.marylandpublicschools.org/maryland-excels-during-covid-19">https://earlychildhood.marylandpublicschools.org/maryland-excels-during-covid-19</a></li> </ul> <p><b>Chris P asked:</b> Do you know about how many people, um, are in the queue or that miss payments that could expect them</p> <p><b>Lindi B responded:</b> I believe not quite 200 might have been less. As of the service period that started on May 25th were everything's good. It was just those service periods, from April 30th through May 24th, that's what we had to go back and pay.</p> <p><b>Updated information regarding the numbers:</b> Lindi had an update on the number of programs asked about that are getting their care reimbursement EXCELS payments over counted, there were 80 programs that were getting the EXCELS payments to them.</p> <p><b>Child Care Scholarship</b></p>


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	<ul style="list-style-type: none"> <li>• <b>Enrollment vs attendance:</b> So we're continuing to pay for the childcare scholarship pro program base it based upon enrollment versus attendance. As of March 27, 2020, we began paying based upon enrollment as of that date. So that means that providers, since that date did not have to submit their invoice in order to be paid for the childcare scholarship program. We will continue that until we get word that that process needs to change. And once we find that out, we'll make sure that providers know that it is time to begin submitting their invoices again, based upon the children that are actually present in their childcare program.</li> <li>• <b>Co-Pays:</b> The copays during this COVID-19 period, have been waived for the parents based upon the fact that we're paying the full amount</li> <li>• <b>EPCC Payments:</b> we all know that the EPCC payments are going to end on June 7<sup>th</sup>, providers were told about that a couple of weeks ago. If you have any children that are, or families that are eligible for the childcare scholarship program, my recommendation for you is to go to Money4childcare.com and have the parents to complete an application.</li> <li>• <b>Expedited process of application:</b> The process is expedited If the parent completes everything that they need to submit with the application. The policy basically states that a parent has 30 days to complete the application process before the application approved or denied. if a parent doesn't want that application process to take 30 days, then they have to submit that information, all the information together at the same time when they submit the application. Providers can use the cover sheet as a guide to help parents fill out application.</li> <li>• <b>Summer payments:</b> Individuals that are eligible to receive it, it should begin on June the 22<sup>nd</sup></li> <li>• <b>Voucher Specific Survey:</b> It is required for them to complete the voucher in full. And what that means is over at section four, the voucher where it asks for the voucher specific rate, that's just another way of saying your weekly tuition rate providers have to put that information in because that's a requirement. We don't have any idea of what it is that you're charging without that rate being put in. So what our system did was it went through and identified all the vouchers where the providers did not complete the voucher specific rate in reference to a particular child.</li> <li>• Everything is updated on the DEC website for additional information regarding updates; <a href="https://earlychildhood.marylandpublicschools.org/child-care-scholarship-program-during-covid-19">https://earlychildhood.marylandpublicschools.org/child-care-scholarship-program-during-covid-19</a></li> </ul> <p><b>Chris P asked:</b> Some people are stating that they fill out the survey and they're receiving emails and letter that they have not done it yet, although they believe they have done it. Do they need to do it again?</p> <p><b>Rene W. responded:</b> When we sent out the letter, the letter has a listing of every voucher that was not completed correctly. So the provider has to have the letter in order to address those vouchers. Now, in reference to the survey that the providers are completing, some providers are stating that they're receiving emails stating basically if you did not complete the survey, complete it. Those are reminder emails. We want them to be sure that every provider got the letter in order to make sure that there is no interruption in payment on June the 22<sup>nd</sup>.</p> <p><b>Chris P asked:</b> Can you share how providers can access the additional application process for children with special needs consideration for supplemental payment?</p> <p><b>Rene W. responded:</b> we will make sure that the form is online because the form that is needed to access that additional funding has to be completed by the provider, the parent and the physician I will make sure that we get that online, cause I'm not really sure if it's in the form section or not. When it's posted and you can go to money4 childcare.com, click on the form section, and that's where it's going to be posted.</p> <p><b>Steve R</b> indicated that the R &amp;R can assist with the process for parents. <b>Rene W</b> will make note to add to the form to submit in Blue or Black ink.</p> <p><b>Ruby D asked:</b> Some of the providers were asking, why this survey is only for childcare subsidy scholarship providers? Wouldn't it be more accurate data if they captured all provider rates?</p> <p><b>Jennifer N responded:</b> This is exactly what we want to do, but we cannot force anyone to give us tuition rates</p>

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	<p>unless we put a new regulation. So that is something that we're going to be looking at as we move forward, because in order to get providers that are receiving childcare scholarships paid, and I think it's highly possible that that would be paid at a higher rate. Every provider had to fill out what they were charging you tuition.</p> <p><b>Pre-K Expansion:</b>  <b>Chris P asked:</b> Any news on the K expansion grants and I guess the approval process?  <b>Steven H responded:</b> We're very delighted that we had a lot of our community based programs apply. I am a strong advocate of a mixed delivery system and all of the work that I did as part of the working group for Early Childhood on the Kirwin Commission, I didn't want that. I've worked very hard to look at ways in which we can provide online BAs for our community based providers, so they can fully participate. I've looked at ways in which, um, we can get a quick, a place for teacher certification as required in COMAR and right now for pre-K so that we can facilitate that mixed delivery system.</p> <p>Angeline and her team have been extremely active in their workforce work group in that area as well. So, um, what, what we have received all the applications we've made a lot of determinations that were a few community based providers that applied that did not meet the bar or their application was not sufficient. We are hoping that with the added TA, that we will be having the improved applications that we feel merits the public investment. We have to be good stewards of the public funds, your taxpayer funds in Maryland. We are prohibited from saying you got a grant because the governor has not signed the budget and our legal office does not allow us to do that.</p>
Road to Recovery	<p><b>Please refer to the following documents regarding the Road to Recovery presentation. Presenters included those from the Sub-committee</b></p> <ul style="list-style-type: none"> <li>• COVID 19 Presentation</li> <li>• MDAEYC National Resources</li> <li>• Roadmap to Recovery Child Care Recommendations</li> </ul> <p><b>Chris P</b> stated that MSDE has stated that there's over 21,000 slots. There may be more as more programs open, but we also know that there are parents that are sharing concerns, that they don't have the slots</p> <p><b>Ruby D.</b> spoke on how this impacts Family Child Care. A lot of this unregulated programs do not need to operate because of the of the children in these programs. If we are held to a higher standard and we have to do the temperature checks and all these things that we have to do, as a regulated program, I think we should end this right away because it's going to affect a lot of the children and it might increase the COVID spread.</p> <p><b>Jennifer N.</b> stated: I make sure that we're all clear that the friend, family, friend and neighbor. It's for school aged care only. And the problem that we have right now is that we do not have enough space in our childcare programs, even if they were open at full capacity to help with the school age population. And over the summer, I know that we have, and this is something that we're talking about too, on what we can do and how we can make this better. We also do not want family, friend and neighbor to continue to operate the way that it is right now.</p> <p><b>Diane M</b> spoke on how this impact School Age Care.</p> <p><b>Rachel L.</b> spoke about some of the things about with our developmental disabilities recommendations. those kids with disabilities who are returning or are currently being served and the supports that they may need and the supports that providers may need to include them and those children that have special healthcare needs who cannot return to a group setting because they're at risk.</p> <p><b>Jennifer N</b> mentioned that there was a flyer that went out from the program, collaboration and improvement branch at the infant toddler, mental health consultation project</p> <p><b>Additional information on this presentation/discussion can be found on the recorded session under :</b>  <a href="https://earlychildhood.marylandpublicschools.org/node/671">https://earlychildhood.marylandpublicschools.org/node/671</a></p>

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	June 4, 2020 ( <a href="#">Agenda</a> ) ( <a href="#">Record</a> )  Click on recording to hear transcript in full 10:00 am – 12:00 Noon
<b>60<sup>th</sup> Percentile</b>	<p><b>Chris P.</b> made mention that July 1st, according to statute that we're supposed to be moving to the 60th percentile</p> <p><b>Steven H.</b> stated that at this time, we have not been notified otherwise even with the crisis and we plan to continue to follow the legislation that was passed and put into law.</p> <p><b>Jennifer N.</b> stated it also will go into effect on June 22nd on July 1st was in the middle of a service period. So we did our June 22nd.</p>
<b>\$2,000 Grants</b>	Clarification was given regarding the \$2,000 grant given to providers. This was a onetime grant and not based on capacity
<b>Next Meeting</b>	<p><b>November 19, 2020</b>            10:00 am – 12:00 Noon            Please register at: <a href="https://earlychildhood.marylandpublicschools.org/node/671">https://earlychildhood.marylandpublicschools.org/node/671</a></p>
<b>Future 2021 Meetings</b>	<p>February 18, 2021            May 13, 2021            August 19, 2021            November 18, 2021</p> <p style="text-align: center;"><b>For further information, contact</b>            Tara Bartosz at <a href="mailto:Tara.Bartosz@maryland.gov">Tara.Bartosz@maryland.gov</a>            Assistant to the Director of the Office of Child Care            Division of Early Childhood</p>