

**PINELLAS COUNTY LICENSE BOARD  
FOR CHILDREN'S CENTERS & FAMILY DAY CARE HOMES**

**REGULAR MEETING  
June 11, 2014 at 1:30 pm  
Florida Department of Health in Pinellas  
8751 Ulmerton Road, Largo, FL**

Our mission is to protect and promote the health, safety and mental development of children cared for in children's centers and family child care homes in Pinellas County.

**I. Call to Order**

- A. Announcements
- B. Approve Agenda (addition of new items)

**II. Consent Agenda**

- A. Approval of Minutes from March 12, 2014
- B. Approval of Minutes from May 5, 2014
- C. Schedule Strategic Planning for September 10, 2014 meeting

**III. Action Items**

**Presentation regarding Board Member scope of authority**

- A. Approve licenses for new Children's Centers
- B. Approve licenses for new Family Child Care Homes
- C. Approve FY 2014-15 Budget

**IV. Information Items**

- A. JWB Site Visit Report – Courtney Barry
- B. Executive Director's report
- C. Statistical report regarding licensing activities
- D. Compliance Reports
  - i. Children's Centers Fines Report
  - ii. Family Child Care Homes Fines Report
  - iii. 100 Percent Compliant Inspections in Children's Centers
  - iv. 100 Percent Compliant Inspections in Family Child Care Homes
- E. Monthly Financial Report

**V. Public Comment**

- VI. Next Meeting:** Wednesday, September 10, 2014, 6:30 PM  
Mid County DOH offices:  
8751 Ulmerton Road, Largo, FL 33771-3832

**VII. Adjournment**

The Pinellas County License Board welcomes input from Pinellas County citizens. Persons are advised that if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Please see Policy for Recording Meetings on page 3.

### **PUBLIC COMMENT POLICY (Revised 10/01/13)**

#### **1. Public Comment Procedure for Regular and Special Board Meetings, and Public Hearings:**

1. If you wish to speak in front of the Board on either an agenda item or during the open agenda, you must fill out the Public Comment Card and provide it to the designated Board representative. If you do not wish to speak in front of the Board but wish to designate a representative to speak for you or indicate your support, opposition or neutrality on a proposition you must fill out the appropriate section of the Public Comment Card and provide it to the designated Board representative.
2. When your name is called, come to the podium, be recognized by the Chairman, state your name, and make your comment. If you are speaking as a representative of a group or faction please state the group or faction on whose behalf you are speaking. Comments should be concise and to the point. Supporting documentation may be distributed to the Board. Documents will be filed with the minutes.
3. Individual speakers have up to 3 minutes.
4. A spokesperson representing a group or faction has up to 5 minutes. In addition to completing the Public Comment Card designating their representative and indicating their support, supporters may stand while the comment is being made.
5. Clapping, heckling or verbal outbursts in support or opposition to a speaker's comments is discouraged.
6. Repetitious comment(s) are also discouraged. If a speaker is saying what you signed up to say, if you so wish, you may stand during their comment and then decline when your name is called to speak.

#### **Public Comment for Agenda Items and Items not on the Agenda:**

- Prior to official action by the Board (except for ministerial acts or when the Board is acting in a quasi-judicial capacity) members of the public will be given opportunity to comment.
- In addition, the public will be given the opportunity to comment on items not on the Agenda during the Open Agenda portion of the meeting.

#### **Note:**

Comment to the Board does not constitute a formal complaint, is not considered a request for records under the Public Records Act, and does not require staff response unless directed to do so by Board.

#### **2. Making a Presentation to the Board:**

To make a presentation to the Board lasting longer than the allotted time for public comment on any matter, please contact the Child Care Licensing Program office at 727-507-4857 for an application. All applications must be submitted at least 10 days prior to the Board meeting at which the presentation would occur. Staff will determine whether to grant or deny the request, and will set the length of time allotted for the presentation.

#### **3. Process for Decreasing or Increasing Licensing Regulations**

**Decreases:**

- In the event the License Board determines it reasonable to decrease the requirements of any particular standard, it may do so by action of the Board only. However, state regulations (Chapters 65-C and 402) can only be decreased by the state not by county authority.

**Increases:**

- At a regular or special meeting, the Board will review the proposed increase for the first time. There shall be a finding of necessity, not merely desirability. The Board will hear public comment according to the procedure above.

Following the meeting if approved, the licensing program must notice the finding, and mail to all licensees the old standard, the proposed new standard, the reason for the change and a hearing date.

- At the hearing, Board must give an opportunity for all affected persons to present their views. The Board will hear public comment according to the procedure above.
- The proposed new standard may not be considered (discussed) again by the Board until a meeting at least 90 days after the hearing, at which time, if approved by at least 5/7 of the Board, it shall be adopted. The Board will hear public comment according to the procedure above. During the 90-day period, written public comment may be received and will be forwarded to Board members; however, Board cannot discuss it until the final meeting.
- Any new standard must provide a reasonable effective date. The Pinellas County License Board must provide sufficient notification to providers and must establish a reasonable effective date.
- Substantive changes made during the Final Agency Action would necessitate a new Public Hearing.

#### 4. Policy for Recording

Citizens desiring or requiring a verbatim transcript of the meeting, or needing a transcript for appeal, should, at their own expense, retain a certified court reporter to record the meeting, or the relevant portion of the meeting.

Citizens not needing a verbatim transcript or transcript for appeal may use silent, unobtrusive recording devices to record meetings.

Video cameras may be used to record meetings, but the cameras must be hand held. Tripods may be used only in the area(s) designated by staff. The designated tripod area will not impede ingress or egress, or the ability of attendees to see the meeting and will be adjusted according to known attendance.

Persons needing an accommodation may request it by calling the Executive Director's office at 727-507-4857 at least two business days prior to the Board meeting.

## **II. CONSENT AGENDA**

### **A. Approval of Minutes from March 12, 2014**

#### **PINELLAS COUNTY LICENSE BOARD FOR CHILDREN'S CENTERS AND FAMILY DAY CARE HOMES**

**Unapproved Minutes for the Regular Board Meeting**

**March 19, 2014 at 6:30 p.m.**

Our mission is to protect and promote the health, safety and mental development of children cared for in children's centers and family child care homes in Pinellas County.

The Regular Board Meeting of the Pinellas County License Board for Children's Centers and Family Day Care Homes was scheduled and properly noticed for Wednesday, March 19, 2014 at 8751 Ulmerton Road, Largo, FL, to begin at 6:30 p.m.

**Board Members Present:** Dr. Judith Vitucci, Chair, Susan Weber, Secretary, Commissioner Norm Roche, Lourdes Benedict, Sandra Downes, Angela Rouson and Francine Williams

**Board Members Absent:** None

**Advisory Members Present:** Lynn Bittner, DaVee Henderlong, Ann Hofmeister, Elizabeth Krakowski, Nina Meyers and Amanda Neuner

**Advisory Members Absent:** None

**Ex Officio Absent:** Charles Minor

**Attorney Present:** Colleen Flynn, Esq.

**Staff Members Present:** Patsy Buker, Executive Director; Jorie Massarsky, Supervisor, Children's Centers; Julie Oliver, Supervisor, Family Child Care Homes and Julie Driscoll, Administrative Secretary

**I. CALL TO ORDER:** Judi Vitucci, Chair, called the Pinellas County License Board meeting to order at 6:32 p.m.

#### **A. Welcome and Announcements**

Patsy Buker announced Jessica Groff as new Senior Clerk for Child Care Licensing Children's Centers.

#### **B. Approval of the Agenda**

##### **Motion:**

Lourdes Benedict made a motion to approve the agenda, Angela Rouson seconded the motion and it passed unanimously.

**C. Presentation regarding Board Member Scope of Authority and Sunshine Law review by Colleen Flynn:** Colleen Flynn suggested the Presentation be moved to after Action Items to allow time for Commissioner Roche to arrive. All present concurred.

## **II. CONSENT AGENDA**

A. Approval of Minutes from January 28, 2014 meeting

### **Motion:**

Lourdes Benedict made a motion to approve the January 28, 2014 minutes, Angela Rouson seconded the motion and it passed unanimously.

## **III. ACTION ITEMS**

A. Add Francine Williams for Family Child Care Homes Representative to the Board

### **Motion:**

Lourdes Benedict made a motion to approve Francine Williams as new Board Member and Susan Weber seconded the motion and it passed unanimously.

B. Add Amanda Neuner, Family Child Care Operator as new Advisory Committee Member

### **Motion:**

Lourdes Benedict made a motion to approve Amanda Neuner as new Advisory Committee Member and Sandra Downes seconded the motion and it passed unanimously.

C. Approve licenses for 5 new Children's Centers

Jorie Massarsky gave overview of centers to be approved. Lourdes Benedict asked question regarding circumstances of fines and Jorie answered that proper documentation was on wrong form, Jorie and licensing specialist gave center technical support to correct the violation. Susan Weber questioned if parents pay, Courtney Barry answered the center fee are covered 100% ~~covered~~ by JWB.

### **Motion:**

Angela Rouson made a motion to approve the 5 new Children's Centers and Susan Weber seconded the motion and it passed unanimously.

D. Approve licenses for new Family Child Care Homes

Julie Oliver gave overview of 7 new Family Child Care Homes and 1 new Large Family Child Care Home. There was discussion of extension on a "temporary permit" vs. "permanent licensure". Julie gave examples of technical assistance and covered what entailed Class II violations.

### **Motion:**

Lourdes Benedict made a motion to approve the 7 new Family Child Care Homes and Commissioner Norm Roche seconded the motion and it passed unanimously.

### **Motion:**

Lourdes Benedict made a motion to approve the 1 new Large Family Child Care Home and Commissioner Norm Roche seconded the motion and it passed unanimously.

## **PRESENTATION I.C.**

***Colleen Flynn gave presentation regarding Board member Scope of Authority and Sunshine Law review. Colleen presented members with “hand-outs”, attached.***

Return to order of Agenda – **Action Items III. E-F**

### **E. Approve Strategic Plan**

Open Discussion regarding the meaning of the Strategic Plan. Does the “Vision” still apply to today with all the changes? Board and Advisory Committee Members will draft updates for the Strategic Plan. A “Special Board Meeting” will be held to update the plan before the next Regular Board Meeting. The Action Item was tabled pending further discussion. Also, Patsy, Susan Weber and Nina Meyer volunteered to form a committee to work on the Vision and Mission Statements. Susan Weber questioned whether the composition of the board can be changed to include more school age center representation. Ms. Flynn stated that she would look to see what was stated in the Special Act that defined the make-up of the Pinellas County License Board.

### **F. Approve update to regulations for homes, removing duplicate item**

Julie Oliver discussed the duplicate item and the need for Board to approve removing duplicate item. Angela Rouson asked if this was a decrease or correction in regulations. Julie explained the typo and Colleen Flynn added this is not a decrease, correction only.

### **Motion:**

Susan Weber made amended motion to correct regulation by removing duplicate item and Francine Williams seconded the motion and it passed unanimously.

## **IV. INFORMATION ITEMS**

### **MOVE TO FINANCIAL REPORT IV.D.**

Patsy Buker reviewed the Monthly Financial Report from page 22 in packet. Susan Weber asked if we can make Financial Report “Quarterly”. Patsy and Justin Hardwick reviewed how the “Quarterly” Report would look and read. Patsy suggested if we have consensus, Justin will make the change.

Commissioner Norm Roche suggested to make note under Fines Report if child care is closed. Patsy explained when there are a number of fines for a licensed child care provider; they are given the option to close. Colleen Flynn stated if provider is funded by ELC, ~~ELC will no longer fund care when closed, and~~ ELC is notified when a provider becomes unlicensed.

### **V. Public Comment:** There was no Public Comment.

**VI. Next Meeting:** Wednesday, June 11, 2014, 1:30 pm  
Mid County Conference Center  
8751 Ulmerton Road, Largo, FL 33771-3832

### **VII. Adjournment**

Dr. Vitucci called for adjournment at 8:20 p.m.

Respectfully Submitted by:

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Susan Weber, Secretary

## **B. Approval of Minutes from May 5, 2014**

### **PINELLAS COUNTY LICENSE BOARD FOR CHILDREN'S CENTERS & FAMILY DAY CARE HOMES**

**Unapproved Minutes from Special Meeting  
May 5, 2014 at 1:30 pm  
Florida Department of Health in Pinellas  
8751 Ulmerton Road, Largo, FL**

Our mission is to protect and promote the health, safety and mental development of children cared for in children's centers and family childcare homes in Pinellas County.

The Special Board Meeting of the Pinellas County License Board for Children's Centers and Family Day Care Homes was scheduled and properly noticed for Monday, May 5, 2014 at 8751 Ulmerton Road, Largo, FL, to begin at 6:30 p.m.

**Board Members Present:** Dr. Judith Vitucci, Chair, Susan Weber, Secretary, Lourdes Benedict, Angela Rouson

**Board Members Absent:** None

**Advisory Members Present:** Lynn Bittner, Ann Hofmeister, Elizabeth Krakowski, Nina Meyers

**Advisory Members Absent:** None

**Ex Officio Absent:** Charles Minor

**Attorney Present:** Colleen Flynn, Esq.

**Staff Members Present:** Patsy Buker, Executive Director; Jorie Massarsky, Supervisor, Children's Centers; Julie Oliver, Supervisor, Family Child Care Homes and Julie Driscoll, Administrative Secretary

**I. CALL TO ORDER:** Judi Vitucci, Chair, called the Pinellas County License Board meeting to order at 1:35 p.m. There were no requests to add any items to the agenda.

**Motion:** Lourdes Benedict made a motion to approve the agenda as presented. Susan Weber seconded the motion and it passed unanimously.

**I. Consent Agenda**

- A. Minutes from March 19, 2014, meeting will be presented in the June 11th Board Packet for approval.

**II. Action Items**

- A. Ms. Buker explained that the Board is asked to approve the program asking JWB for continuation of funding each year.

**III. Motion:**

Susan Weber made a motion to approve the action of applying for continuation of funding from JWB. Lourdes Benedict seconded the motion and it passed unanimously.

- B. Revise Strategic Plan Dr. Vitucci led a discussion about the Strategic Plan for the Pinellas County License Board. The current plan was adopted in 2010 and has not been revised since that time. Various Board and Advisory Committee members offered suggestions for revisions, which are represented in the attached draft plan. The Board requested that we engage the services of a consultant to help them to make further changes and Ms. Buker agreed to get some assistance for that purpose. The plan will be on an agenda for a future meeting.

**IV. Informational Items Ms. Buker reviewed reports that were contained in the Board packet.**

**V. Public Comment There was no request from the public to make comment at this meeting.**

**VI. Next Meeting:**           Wednesday, June 11, 2014 at 1:30 pm  
Mid County, Florida Department of Health in Pinellas  
8751 Ulmerton Road, Largo, FL 33771

**VII. Adjournment** Mrs. Rouson made a motion to adjourn the meeting and Ms. Benedict seconded the motion. The meeting was adjourned at 3:05 pm.

**Vision**

All children have access to quality childcare and education in a safe environment that nurtures their development.

**Mission**

The mission of the PCLB is to protect and promote the health, safety, physical, mental and social development of children cared for in children’s centers and family childcare homes.

**GOALS**

- Maintaining Standards
- High Quality Care
- High Performing Workforce
- Integrated Management System
- Collaboration



VALUES

- Commitment
- Quality
- Integrity

Program Theory

The Pinellas County License Board (PCLB) was created to protect the health, safety, physical, mental and social development of children cared for in children’s centers and family day care homes. Adherence to licensing regulations helps prevent accidents and dangerous situations. Licensing regulations require childcare providers to support the physical, mental and social development of children in care. PCLB establishes regulations to protect children cared for away from their own homes, Further, through regular monitoring by CCLP staff, with expertise in early childhood education, problems can be addressed and their recurrence prevented. When problems of compliance occur, an enforcement procedure is utilized. Parents/caregivers who are educated about quality childcare will be able to make informed decisions.

Program Goals (Long Term)

Regulation: Childcare will be regulated as required by law.

Compliance: Each licensed home and center will operate in compliance with licensing regulations, to protect the health, safety, physical, mental and social development of children in care.

Each licensed home and children’s center will receive intervention when the level of compliance is unacceptable.

Training: Each childcare provider will be informed of and provided professional development opportunities.

Communication: Communication will be increased with childcare providers.

**C. Schedule Strategic Planning for September 10, 2014 meeting**

**III. ACTION ITEMS**

**A. RECOMMENDATION: Approve licenses for 30 new Children’s Centers**

**Regular Licenses:**

Recommended action: Approve

Center Name	Address	Owner	Category	Capacity	Age
Alegria Montessori School - Lakewood	2601 54th Avenue S. St. Petersburg 33712	Alegria Montessori School, Inc.	Day Nursery	10	1 Year - 2 Years
B-C Daycare	10700 47th Ave. North St. Petersburg 33708	B-C Daycare, Inc.	Day Nursery	42 with 9 Infants	1 Year - 6 Years and School Age
Bright Discoveries for Early Learning, LLC	438 62nd Avenue N. St. Petersburg 33702	Bright Discoveries for Early learning, LLC	Day Nursery	100 with 16 Infants	2 Months - 6 years and School Age
Community Christian Preschool	7900 22nd Avenue N. St. Petersburg 33710	Five Oaks Community Church	Day Nursery	11	3 Years - 6 Years
Lad N Lass of Lakewood U.M.C.	5995 Martin Luther King Street South St.Petersburg 33705	Lakewood United Methodist Church Inc.	Day Nursery	47	2 Years - 6 Years and School Age*
Little Pals Preschool	400 Highland Avenue Largo 33770	City of Largo	Day Nursery	15	3 Years - 6 Years
LSF Inc. Clearwater Center	701 North Missouri Ave. Clearwater 33755	Lutheran Services Florida Inc.	Day Nursery	86	3 Years - 6 Years

LSF, Inc. Connie L. Marmaro Center	3600 Fairfield Avenue St. Petersburg 33711	Lutheran Services Florida Inc.	Day Nursery	278 with 32 Infants	1 Year - 6 Years
LSF, Inc. Dunedin Center	421 Main Street Dunedin 34698	Lutheran Services Florida Inc.	Day Nursery	73	3 Years - 6 Years
LSF, Inc. Fillmore Center	1900 12th Street South St. Petersburg 33705	Lutheran Services Florida Inc.	Day Nursery	221	3 Years - 6 Years
LSF, Inc. Head Start Friendship	802 Turner Street Clearwater 33756	Lutheran Services Florida Inc.	Day Nursery	86 with 8 Infants	1 Year - 6 Years
LSF, Inc. Good Samaritan	6085 Park Blvd. Pinellas Park 33781	Lutheran Services Florida Inc.	Day Nursery	44	3 Years - 6 Years
LSF, Inc. High Point Center	15495 58th Street N. Clearwater 33760	Lutheran Services Florida Inc.	Day Nursery	50	3 Years - 6 Years
LSF, Inc. Head Start Isay M. Gulley Center	1045 North Martin Luther King Avenue Clearwater 33755	Lutheran Services Florida Inc.	Day Nursery	75	2 Years - 6 Years
LSF, Inc. James B. Sanderlin Center	920 Palmetto Street Clearwater 33755	Lutheran Services Florida Inc.	Day Nursery	36	3 Years - 6 Years
LSF, Inc. Head Start Jordan Park	2390 9th Avenue South St. Petersburg 33712	Lutheran Services Florida Inc.	Day Nursery	226	2 Years - 6 Years
LSF, Inc. Los Caminos Center	1435 Lakeview Road Clearwater 33756	Lutheran Services Florida Inc.	Day Nursery	71	3 Years - 6 Years
LSF, Inc. Rainbow Village Center	12351 134th Avenue Unit 151 Largo 33774	Lutheran Services Florida Inc.	Day Nursery	89	3 Years - 6 Years
LSF, Inc. Reconciler Center	915 Drew Street Clearwater 33755	Lutheran Services Florida Inc.	Day Nursery	51	3 Years - 6 Years
LSF, Inc. Head Start Tarpon Springs Center	516 South Huey Tarpon Springs 34689	Lutheran Services Florida Inc.	Day Nursery	65	3 Years - 6 Years
LSF, Inc. Woodlawn Center	513 15th Street North St. Petersburg 33705	Lutheran Services Florida Inc.	Day Nursery	37	3 Years - 6 Years
Plato Academy Preschool St. Petersburg	3901 Park Street North St. Petersburg 33709	Superior Schools Corporation	Day Nursery	38	3 Years - 6 Years
Rosie's Playschool III	2869 54th Avenue North St. Petersburg 33714	Rosie's Playschool III, LLC	Day Nursery	109 with 16 Infants	2 Months - 6 years and School Age*
The Learning Experience - Palm Harbor	34330 US Highway 19 N Palm Harbor 34684	Goldenchild Enterprises, Inc.	Day Nursery	77 with 22 Infants	2 Months - 6 years
Time to Rhyme Learning Academy	1695 East Bay Drive Largo 33771	Erica Rhymes	Day Nursery	19	2 Years - 6 Years and School Age
UMCM Early Learning Academy at St. Mark's UMC	6801 38th Avenue North St. Petersburg 33714	United Methodist Cooperative Ministries/Suncoast Inc.	Day Nursery	63 with 20 Infants	2 Months - 6 Years
World Changers Christian Academy	900 Dr. Martin Luther King Street South #B St. Petersburg 33701	World Changers Christian Academy, Inc.	Day Nursery	15	3 Years - 6 Years
YMCA at Immaculate Conception	2100 26th Avenue South St. Petersburg 33712	YMCA of Greater St. Petersburg, Florida, Inc.	Day Nursery	195	2 Years - 6 Years and School Age
YMCA- Windsor Prep Academy	5175 45th Street North St. Petersburg 33714	YMCA of Greater St. Petersburg, Florida, Inc.	School Age Center	200	School Age

YMCA at University Prep Academy	1701 10th Street South St. Petersburg 33705	YMCA of Greater St. Petersburg, Florida, Inc.	School Age Center	75	School Age
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**B. RECOMMENDATION: Approve licenses for 7 new Family Child Care Homes**

Recommended action: Approve

<b>Provider Name</b>	<b>City</b>	<b>Capacity</b>
Sandra Ryan	Largo	4
Latosha Williams	St. Petersburg	8
Mary Ann McHenry	Pinellas Park	7
Faith Hess	Tarpon Springs	8
Alissa Campbell	Largo	8
Diana Ward	St. Petersburg	8
Khadijah Johnson	St. Petersburg	8

**B. RECOMMENDATION: Approve license for 3 new Large Family Child Care Home**

Recommended action: Approve

<b>Provider Name</b>	<b>City</b>	<b>Capacity</b>
Carmen Ramos	St. Petersburg	12
Jeneen Pruitt	St. Petersburg	12
Francine Williams	St. Petersburg	12

**C. Approve Fiscal Year 2014-15 Budget – To be distributed**

**IV. INFORMATION ITEMS**

**A. JWB Site Visit REPORT – To be distributed**

**B. EXECUTIVE DIRECTOR'S REPORT – To be distributed**

## C. Statistical Report

Statistical Report  
for October 2011      May    2014

	HOMES				CHILDREN'S CENTERS							
	FDCH		LFDCH		Preschool		B/A School		Exempt		Nonpublic	
Previous Months Totals	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity
<b>Monthly Activity</b>	<b>398</b>	<b>2671</b>	<b>29</b>	<b>347</b>	<b>260</b>	<b>22340</b>	<b>111</b>	<b>16521</b>	<b>4</b>	<b>272</b>	<b>22</b>	<b>989</b>
<b>1. Temporary Permits</b> 1st Time TP	4	26	0	0	1	60						
<b>2. Capacity Change - current licenses</b> <b>New capacity began</b>	2	5	0	0		60		70				
<b>3. Closed - # with capacity</b>	-7	-45	-1	-12	-3	-232						
<b>4. Corrections - from previous reports</b> Explain below*												
<b>Total Capacity</b>	<b>395</b>	<b>2657</b>	<b>28</b>	<b>335</b>	<b>258</b>	<b>22228</b>	<b>111</b>	<b>16591</b>	<b>4</b>	<b>272</b>	<b>22</b>	<b>989</b>

Monthly Tally Sheet Summary	Homes	FDCH	LFDCH	CC	Infant Centers
<b>Total Number</b>	<b>423</b>	<b>395</b>	<b>28</b>	<b>397</b>	<b>123</b>
<b>Total Capacity</b>	<b>2992</b>	<b>2657</b>	<b>335</b>	<b>40080</b>	<b>3022</b>

<b>1. Licensing</b>								
a. Pre-licensing inspections	3			2				
b. - e. Inspections/ Re-checks	74			111				
f. TA/Consultation	16			28				
g. Unlicensed care investigations	1			0				
h. Children's Records (only)				0				
i. Renewal licenses issued	35			34				
<b>2. Enforcement</b>								
a. Complaints	11			18				
b. Fines administered	1			13				
c. Conferences	1			2				
d. Intent to deny/suspend/revoke	0			0				
e. - f. Hearings	0			0				
<b>3. Training Presented</b>								
a. Number of trainings	0			1				
b. Number of hours	0			3				
<b>4. Training Taken</b>								
a. Number of trainings	3			1				
b. Number of hours	7			8				
<b>5. Health Inspections</b>								
a. Food				70				

IV. INFORMATION ITEMS (continued)

D. COMPLIANCE REPORTS

**Children's Centers Fines Report - March 2014 to May 2014**

<b>Provider</b>	<b>Fine Class</b>	<b>Reason</b>	<b>Date of Fine</b>	<b>Fine</b>	<b>Amt Paid</b>	<b>Date Paid</b>
All Children's Hospital CLC	2	Personnel - 1 staff did not have AGMC by hire date	3/5/2014	\$50.00	\$50.00	3/19/2014
	2	Personnel - no local background check	3/5/2014	\$50.00	\$50.00	3/19/2014
YMCA-Safety Harbor	2	Daily Attendance-inaccurately recorded in one classroom	3/7/2014	\$50.00	\$50.00	3/20/2014
		Supervision - a child left the classroom without staff awareness	3/10/2014	\$60.00	\$60.00	3/10/2014
Victory Child Care Westchester Academy	2	Attendance-inaccurately recorded in one classroom	3/10/2014	\$50.00	\$50.00	3/18/2014
	2	Personnel-incomplete AGMC	3/10/2014	\$50.00	\$50.00	3/18/2014
Boys & Girls Club Chi Chi	3	Transportation-missing proof of current liability insurance	3/10/2014	\$25.00	\$25.00	3/14/2014
		Personnel - literacy training was not completed within a year in the child care industry	3/12/2014	\$25.00	\$25.00	3/26/2014
Skycrest Child Development Center	3					
Liberty Christian School	2	Personnel - late 5 year rescreen	3/26/2014	\$50.00	\$50.00	4/11/2014
		Personnel - literacy training was not completed within a year in the child care industry	4/9/2014	\$25.00	\$25.00	4/16/2014
Ascension Day School	3					
		Chr-one record had an expired DH680	4/18/2014	\$30.00	\$30.00	5/2/2014
Kinder Care 216 YMCA at Immaculate Conception	2	Daily Attendance-inaccurately recorded in one classroom	4/21/2014	\$50.00	\$50.00	4/28/2014

YMCA of the Suncoast-Frontier	3	Chr-expired DH680	4/28/2014	\$25.00	\$25.00	5/22/2014
Kids Time Preschool	2	Personnel - late 5 year rescreen	5/1/2014	\$50.00	\$50.00	5/27/2014
Sea Us Grow Preschool	2	Daily Attendance - inaccurately recorded in one classroom	5/5/2014	\$60.00	\$60.00	5/13/2014
JMAC Kids	2	Personnel - 5 year rescreen not done timely for Child Enrichment Provider	5/7/2014	\$50.00	\$50.00	5/16/2014
Angels at Play	2	Outdoor Equipment - ride truck missing seat and broken with sharp edges	5/14/2014	\$50.00	\$50.00	5/27/2014
Happy Workers Children's Center	2	Attendance - transitions not documented when toddlers returned from playground to classroom	5/15/2014	\$50.00	\$50.00	5/20/2014
YMCA-Leila Davis Precious Angels Preschool	3	Chr - 2 immunization records expired	5/16/2014	\$25.00		
iDiscover Christian Academy	2	Expired Fire Inspection	5/16/2014	\$50.00		
	2	Expired Fire Inspection	5/21/2014	\$50.00	\$50.00	5/21/2014
St. Raphael Catholic Early Childhood The Sprout Academy St. Petersburg	2	Toxics in reach of children	5/20/2014	\$50.00	\$50.00	6/2/2014
	2	Daily Attendance - inaccurately recorded in one classroom	5/20/2014	\$50.00	\$50.00	6/3/2014
Kinder Care 216	2	Supervision - a child did not re-enter their classroom from the playground-found in another classroom	5/29/2014	\$50.00	\$50.00	5/30/2014
	3	Accident/Incident Reports - bites not documented on the date of occurrence	5/29/2014	\$25.00	\$25.00	5/30/2014
Sea Us Grow Preschool	2	Personnel - an employment history check was not done prior to hire	5/30/2014	\$50.00		

IV. **INFORMATION ITEMS** (continued)

D. **COMPLIANCE REPORTS**

**Family Child Care Homes and Large Family Child Care Homes Fines Report – March 2014 – May 2014**

Provider	Fine Class	Reason	Date of Fine	Fine	Amount Paid	Date Paid	
Young, Judy	1	<b>Capacity:</b> The operator was over the licensed capacity in that there were 11 children in care with 5 children under 24 months in care on 12/3/13. The provider's capacity with 5 children under 24 months is a total of 8.	03/17/14	\$250	payment plan \$125 \$125	3/20/2014 4/1/2014	Paid in full
Drakeford, Ann	2	<b>Fire Drills:</b> Though the fire drills were conducted, a written record of fire drills was not recorded.	03/13/14	\$50	\$50.00	3/20/2014	
Payne, Alicia	1	<b>Unlicensed Care:</b> child care that required a license was being provided by Alicia Payne at her home for approximately 9 to 10 children ages 3 months to 4 years old	3/13/2014	\$500	\$500	3/21/2014	Paid in full
Hearns-Brown, Gwen	2	<b>Capacity:</b> Attendance records reflected that provider was over capacity by 1 child on 11/20, 11/21, 11/22 and 11/26/14.	4/3/2014	\$50	\$50	5/1/2014	
Works, Nora	3	<b>Immunizations:</b> The immunization certificate was no longer current for the children as noted on the Children's Record Log	4/9/2014	\$25	\$25	4/16/2014	
Burgard, Brenda	3	<b>Immunizations:</b> The immunization certificate was no longer current for the children as noted on the Children's Record Log	4/11/2014	\$25	\$25	4/18/2014	
Powell, Frances	3	<b>Immunizations:</b> The immunization certificate was no longer current for one child. This was the 4th violation within 2 years.	5/20/2014	\$30	\$30	5/28/2014	



**IV. INFORMATION ITEMS** (continued)

**D. COMPLIANCE REPORTS - Centers**

100% Compliant Children's Center Inspections

March	April	May
First Step CC	YMCA-Woodlawn	Westminster Day School
Discovery LC	Campbell Park Rec Center	Holy Family ECC
First UMC Preschool	Lake Vista Rec Center	R'Club Shore Acres
Riviera Day School	R'Club Bay Vista	YMCA-Sawgrass
Roberts Rec Center	Montessori By the Sea	St. Paul's Catholic School
R'Club Lakewood	YMCA-Bear Creek	Child Develop & Fam. Guid.
Sonrise ECC	B-C Daycare	YMCA-Campbell Park
Elim Child Care Center	Admiral Farragut	R'Club Gulfport
YMCA-Jamerson	Community Christian	City of Madeira Beach Rec
Gladden Park Rec Center	The Learning Tree	R'Club 74th
R'Club Paul B. Stephens	Alegria Montessori	R'Club Blanton
YMCA-Forest Lakes	Imagination Station	Gingerbread Azalea
Krieger ECC	Infinite Potential	R'Club Pasadena
Precious People LC	R'Club Lakeview	R'Club Sanderlin
YMCA-Brooker Creek	School of the Immaculata	YMCA-Melrose
	ABC Kids	HEP Learning Center
	Cornerstone Preschool	Ponce De Leon B/A
	LSF Inc. High Point	Wilhelm's School
	R'Club High Point	Blossom Montessori
	Feather Sound Christian	R'Club ELA Whitney
	Guardian Angel Catholic	Safety Harbor Montessori
	LSF Inc. Fillmore	Clearwater Children's LC
	LSF Inc. Woodlawn	Saint Paul's
	YMCA University Prep	First Chrisitan Preschool
	Temple Beth-El	Trinity Presbyterian
	Plato Academy St.	Skycrest Christian
	Petersburg	Preschool
	LSF, Inc. Reconciller	YMCA-Skycrest
	LSF, Inc. Isay Gulley	Prince of Peace
	Blessed Sacrament	St. Patrick's Catholic School
	YMCA-Fuguitt	The Learning Center
	Anona Christian	City of Seminole P/S
	LSF, Inc. Rainbow Village	Country Day School
	Aldersgate	YMCA-Oakhurst
	Green Acres	R'Club Bardmoor
	R'Club Ridgecrest	New Horizons
	Plato Academy Seminole	Stars & Comets
	Boys & Girls Club Pinellas Pk	Suncoast Waldorf School
	Girls, Inc.	YMCA-Curlew Creel
	Ocean Park VPK	YMCA-Lake St. George
	R'Club Pinellas Park	Excel LC
	Kinder Care LC 885	St. Pete Peds - Pinellas

R'Club Cross Bayou	Park
YMCA-Oldsmar	YMCA-Sunset Hills
Plato Academy North	Right Track Before/After
	YMCA-Tarpon
YMCA-Cypress Woods	Fundamental
Lake Tarpon Learning Center	Espiritu Santo Catholic
Building Blocks	City of Dunedin - Dunedin
LSF, Inc. Friendship Center	City of Dunedin - San Jose
LSF, Inc. Los Caminos	Cornerstone Christian
YMCA-Belcher	Kiddie City
Little Pals	My Friends LC
Tme to Rhyme	R'Club Fairmount Park
LSF, Inc. Good Sam	
The Learning Experience	
PH	
LSF, Inc. Jordan Park	

**IV. INFORMATION ITEMS** (continued)

**D. COMPLIANCE REPORTS – Homes**

100 % Compliant Family Child Care Homes

<b>March</b>	<b>April</b>	<b>May</b>
Olga Gaymore	Theresa Feight	Judy Drayton
Lynn Gibson	Regina Herbert	Christine Hall
Deanna Reyome	Joan Murawski	Khadijah Johnson
Beverly Simmons	Joy Dsa	Ruth Moore
Gloria Love*	Carolyn Johnson	Verda Davis
Gladys Randle	Mary Kelley	Jeneen Pruitt
Jannie Small	Mary Roberts	Yolanda Johnson
Suzanne Felton	Peggy Robinson	Diane McNair
Betty Brown	Martha Bowman	Diana Ward
Anise Favors	Claudine Cox	Carmen Ramos
Barbara Johnson	Kelly Fitz	Cyndee Bartges
Sadie Syffus	Sandra Craft	Mimoza Mano
Lisa Zephyrin	Rosie Flournoy	Cheryl Kinney
Carolyn Marion	Barbara Lambert	Sharon Skubal
Cheyenne Melton	Annie Latimer	Vanessa Robertson*
Pamela Wright	Yolanda Johnson	Ulrika Rosengren
Yolanda Johnson	Coretha Ashley	Susan Daniels
Catherine Bishop	Treva Edwards	DaVee Henderlong
Carol Ann Fowler	Yvonne Martin	Irma Maxwell
Ellen Myers	Natalie Vormwald	Susan Miller
Diane Koenigsaecker	Deborah Varr	Bonnie Adams

Stephanie Singletary  
Andrea Bloomfield  
Meagan Hoch  
Barbara Underwood  
Geraldine Parker  
Jenny Rockey  
Barbara Cook  
Patricia Frisch  
Michelle Pugh  
Janieuse Nesbitt  
Linda Faye-Williams  
Elysia Parrish  
Melissa Jones  
Gina Replogle  
Cheryl Smith  
Joyce Wynia  
Vickie Lawrie  
Celeste Froid  
Linda Brannan  
Barbara NcNeill  
Emily Vaultonburg  
Diane DeLa Cruz  
Laurie Gallant  
Eunice Matuknauth  
Sandy Lewis  
Carol Brooks  
Talisha Ghansiam  
Susan Rothe

Faith Hess  
Darlene Madden  
Jackie Morris  
Irene Wilson Giroir  
Jill Galhouse  
Michele Jenezon  
Victoria Talbot  
Claudia Willingham  
Tamsen Baker  
Victoria Shook  
Susan Belcher  
Sandy Garcia  
Filma Wallace  
Stephanie Meacham  
Dawn Porelli  
Sheronica Stubbs  
Wanda Barbosa  
Sharleen Gamble  
Heather Legere  
Doris McDonald  
Evelyn Kendrick  
Linda Ryan  
Denise Vann  
Anita Seay

June Moody  
Marcia Stewart  
Patsy McConnell  
Kathleen Schmitt  
Veronica Green  
Julie Tokotch  
Lachon Hearn  
Levy Rosa  
Loretta Wilcoxon  
Karen Eidys  
Susan McMichaels  
Ruth Soule  
Julie Diersing  
Cynthia Poust  
Cynthia Rooks  
Alvern Brown  
Merlita Jones  
tanya Knighton  
Cynthia Mullikin  
Diana Neuner  
Kathleen Buckins  
Loretta Ellis  
Monica Pittman  
Deneathia Smith  
Teresa Koppie

\*Inactive Homes

IV. **INFORMATION ITEMS** (continued)

E. **MONTHLY FINANCIAL REPORT**

<b>PINELLAS COUNTY LICENSE BOARD</b>							
Revenue & Expenditure Year-To-Date Summary							
as of month ending May 31, 2014							
<b>Revenue</b>							
					<i>Projection</i>		
Program Funders	<b>Budget</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Year-To-Date</b>	<b>% Collected</b>	
Juvenile Welfare Board	\$ 564,643	\$ 44,133	\$ 64,715	\$ 47,082	\$ 319,701	57%	
Department of Children & Families	\$ 282,122	\$ 23,510	\$ 23,510	\$ 27,510	\$ 164,571	58%	
Florida Department of Health	\$ 70,828	\$ 8,389	\$ 5,001	\$ 5,661	\$ 46,621	66%	
FL Department of Health In-Kind	\$ 97,225	\$ 11,251	\$ 6,524	\$ 7,196	\$ 60,597	62%	
License Board - Fees & Fines	\$ 115,895	\$ 7,133	\$ 8,711	\$ 9,658	\$ 72,196	62%	
License Board - Fingerprint Fees	\$ 38,500	\$ 2,646	\$ 3,185	\$ 2,099	\$ 20,017	52%	
Fund Balance	\$ 23,599	\$ 1,771	\$ 1,771	\$ 1,771	\$ 13,666	58%	
<b>Total Revenue</b>	<b>\$ 1,192,812</b>	<b>\$ 98,832</b>	<b>\$ 113,417</b>	<b>\$ 100,978</b>	<b>\$ 697,370</b>	<b>58%</b>	
<b>Expenditures</b>							
Program salary and fringe	<b>Budget</b>				<b>Year-To-Date</b>	<b>% Spent</b>	
Total Salaries	\$ 594,864	\$ 67,372	\$ 44,342	\$ 42,909	\$ 380,586	64%	
Total Fringe Benefits	\$ 296,319	\$ 35,756	\$ 15,461	\$ 23,054	\$ 174,865	59%	
<b>Total</b>	<b>\$ 891,183</b>	<b>\$ 103,128</b>	<b>\$ 59,803</b>	<b>\$ 65,963</b>	<b>\$ 555,451</b>	<b>62%</b>	
Operating Costs (Utilities, office supplies, travel, etc.)							
TELEPHONE	\$ 1,515	\$ 124	\$ 124	\$ 124	\$ 989	65%	
CELLULAR PHONES	\$ 720	\$ 51	\$ 47	\$ 54	\$ 349	48%	
POSTAGE	\$ 7,424	\$ 106	\$ 587	\$ 546	\$ 3,099	42%	
PRINTING	\$ 5,000	\$ 83	\$ -	\$ 508	\$ 1,797	36%	
TRAVEL	\$ 19,581	\$ 1,189	\$ 1,741	\$ 1,125	\$ 9,361	48%	
EDUCATIONAL MATERIALS	\$ 500	\$ 79	\$ 31	\$ 75	\$ 159	32%	
OFFICE SUPPLIES	\$ 9,640	\$ 2,437	\$ 1,231	\$ 480	\$ 4,485	47%	
INFO. TECHNOLOGY	\$ 2,700	\$ -	\$ -	\$ -	\$ -	0%	
RENT- OFFICE SPACE	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
RENT- STORAGE SPACE	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
RENT- EQUIPMENT (COPIER)	\$ 2,100	\$ 152	\$ 21	\$ -	\$ 1,623	77%	
SUBSCRIPTIONS/DUES	\$ 200	\$ -	\$ -	\$ -	\$ 200	100%	
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
CONTRACTUAL- Audit	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	100%	
CONTRACTUAL- Legal Fees	\$ 29,926	\$ 2,541	\$ -	\$ 2,000	\$ 11,907	40%	
CONTRACTUAL- Advertising	\$ 1,908	\$ -	\$ 148	\$ -	\$ 621	33%	
CONTRACTUAL-Janitorial	\$ 3,830	\$ 323	\$ 323	\$ 323	\$ 2,586	68%	
UTILITIES	\$ 9,797	\$ 163	\$ 686	\$ 562	\$ 5,731	58%	
FINGER-PRINT EXPENSE	\$ 38,500	\$ 2,638	\$ 2,499	\$ -	\$ 17,485	45%	
HR ASSESSMENT FEE	\$ 4,790	\$ -	\$ -	\$ -	\$ 3,317	69%	
MISCELLANEOUS	\$ 2,700	\$ 30	\$ -	\$ -	\$ 1,065	39%	
<b>Total</b>	<b>\$ 155,831</b>	<b>\$ 9,916</b>	<b>\$ 7,437</b>	<b>\$ 5,796</b>	<b>\$ 79,774</b>	<b>51%</b>	
Administrative Cost							
FL Department of Health In-Kind	\$ 97,225	\$ 11,251	\$ 6,524	\$ 7,196	\$ 60,597	62%	
FDOH & In-Kind	\$ 48,573	\$ 5,621	\$ 3,259	\$ 3,595	\$ 30,274	62%	
<b>Total</b>	<b>\$ 145,798</b>	<b>\$ 16,872</b>	<b>\$ 9,784</b>	<b>\$ 10,791</b>	<b>\$ 90,872</b>	<b>62%</b>	
<b>Total Expenditure</b>	<b>\$ 1,192,812</b>	<b>\$ 129,915</b>	<b>\$ 77,024</b>	<b>\$ 82,550</b>	<b>\$ 726,096</b>	<b>61%</b>	
<b>EXCESS (DEFICIENCY) of Revenue over Expenditures</b>	<b>\$ 0.00</b>				<b>\$ (28,727)</b>		

**V. Public Comment**

**VI. Next Meeting:** Wednesday, September 10, 2014, 6:30 PM  
Mid County DOH Offices:  
8751 Ulmerton Road, Largo, FL 33771-3832

**VII. Adjournment**