

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

**SPECIAL MEETING
April 28, 2015 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 and Introductions of new members: Susan Rolston, representing the Juvenile Welfare Board
- B. Approve Agenda

II. Consent Agenda

Approval of Minutes from February 18, 2015

III. New Business

Appoint a Nominating Committee- Sandra Downes

IV. Old Business

Strategic Planning – Dr. Morrison-Rodriguez

V. Information Items

- A. Second draft of Dr. Morrison-Rodriguez's Strategic Plan is attached

VI. Public Comment

- VII. Next Meeting:** Wednesday, May 20, 2015 at 1:30 PM
Mid County DOH offices:
8751 Ulmerton Road, Largo, FL 33771-3832

VIII. 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.

**PINELLAS COUNTY LICENSE BOARD FOR CHILDREN'S CENTERS
AND FAMILY DAY CARE HOMES
Unapproved Minutes for the Regular Board Meeting
February 18, 2015 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, February 18, 2015 at 8751 Ulmerton Road, Largo, FL, to begin at 6:30 p.m.

Board Members Present: Angela Rouson, Chair, Sandra Downes, Secretary, Commissioner Pat Gerard, Vicki Conolly, Peggy Niermann, Dodi Duvet, Francine Williams

Board Members Absent: None

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

Advisory Members Absent: Nina Meyers

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 Kathy Lombardo, Senior Clerk

I. CALL TO ORDER: Angela Rouson, Chair, called the Pinellas County License Board meeting to order at 6:30 p.m.

A. Welcome and Announcements

Angela Rouson welcomed everyone and asked everyone to look at the PCLB mission

statement with her. She then announced and introduced Peggy Niermann as the new board representative for DCF and Dorothy Duvet, who has been designated by Dr. Dharamraj to represent the County Health Officer.

B. Approval of the Agenda

Motion:

Commissioner Gerard made a motion to approve the agenda, Sandra Downes seconded the motion and it passed unanimously.

II. CONSENT AGENDA

A. Approval of Minutes from December 10, 2014 meeting

Motion:

Commissioner Gerard made a motion to approve the December 10, 2014 minutes, Sandra Downes seconded the motion and it passed unanimously.

III. ACTION ITEMS

A. Presentation of the Audit by Dana Powell

Ms. Powell, representing Thomas Howell Ferguson P.A. reviewed the Audit of the Pinellas County License Board with the board, and noted that there were no significant deficiencies or instances of noncompliance. She further reviewed the financials and footnotes.

Motion:

Commissioner Gerard made a motion to accept the audit and Vicki Conolly seconded the motion and it passed unanimously.

B. Approve licenses for 1 new Children's Center

Jorie Massarsky reviewed the licensing history of the children's center that was being recommended for full licensure and noted that the three inspections conducted showed good compliance with licensing regulations.

Motion:

Sandra Downes made a motion to approve the 1 new Children's Center and Commissioner Gerard seconded the motion and it passed unanimously.

C. Approve licenses for 5 new Family Child Care Homes

Julie Oliver gave an overview of five new Family Child Care Homes and stated that all had done well in maintaining compliance with licensing regulations, including having 100% compliant inspections.

Motion:

Commissioner Gerard made a motion to approve the five new Family Child Care Homes and Sandra Downes seconded the motion and it passed unanimously.

D. Approve license for one new Large Family Child Care Home

Julie Oliver stated that the one home being recommended for licensure as a Large Family Child Care Home had fulfilled all of the requirements, including two years previous licensing history and the provider holding a CDA.

Motion:

Sandra Downes made a motion to approve the one new Large Family Child Care Home and Vicki Conolly seconded the motion and it passed unanimously.

E. Reschedule Strategic Plan Discussion to March

Patsy Buker stated that although much progress had been made toward completing the PCLB Strategic Plan, she felt that because of the presentation of the audit, and the fact that this was an evening meeting, that it would be better to schedule a special meeting just to review and complete the Strategic Plan. The date of March 11, 2015 at 10:00 am was proposed and all board members were asked if they would be available. The majority stated that they would be, and Ms. Buker stated that the meeting would be tentatively scheduled for that date and time, but asked that each board member review their personal calendar and let her know their availability.

IV. INFORMATION ITEMS

A. Executive Director's Report

Patsy Buker discussed the fact that she is currently engaged in negotiating a contract with eBridge to store licensing records electronically. eBridge is the same electronic document management system that is used by the rest of the Environmental Health unit, but our contract will be separate, as we will have a confidentiality component. The plan is to scan all current licensing files, therefore emptying the file room and allowing specialists access to information from their desks. She further stated that both of our major funders, JWB and DCF, were confident that their audits of our program could be conducted within this new system.

B. Statistical Report Regarding Licensing Activities

Patsy Buker noted the continued trend of closed homes, and asked the board for suggestions of what other types of information they might find helpful as part of or in lieu of our current statistical report format. Angela Rouson asked if anyone assesses child care needs in a specific area and Mrs. Buker answered that the current Resource and Referral agency, 2-1-1, does not survey providers regarding openings they might have. Francine Williams opined that word of mouth had more to do with someone choosing a specific provider, as opposed to getting a list of providers from 2-1-1. Mrs. Buker also stated that she will bring a two foot by four foot map of Pinellas County to the next

Board meeting, which has plotted every licensed child care home and children's center in the county. She stated that there is excellent coverage of the county, with exception perhaps of rural areas and the beaches. Ann Hofmeister asked if parents were encouraged to visit several children's centers before choosing care, and Mrs. Buker stated that when asked, Child Care Licensing suggests that parents not only visit prospective providers but conduct licensing file reviews.

C. Compliance Reports

The fine reports for children's centers and family child care homes were reviewed. Jorie Massarsky explained the circumstances of the class 1 State fine issued to LSF Fillmore Center. Mrs. Buker explained that much training and technical assistance had been offered to Lutheran Services Florida after a pattern of non-compliances had been noted across all 15 of their licensed children's centers. Mrs. Buker also noted that there were a number of children's centers and child care homes listed as having had 100% compliant licensing inspections and that she often uses that information when a provider states that it is impossible to "follow the too many licensing rules" that we have.

V. Public Comment: Lynn Gibson, representing the Florida Family Child Care Home Association spoke about employment history checks, and her organization's position that they should not be tied to receiving a license.

VI. Next Meeting: Wednesday, May 20, 2015, 1:30 pm
Mid County Conference Center
8751 Ulmerton Road, Largo, FL 33771-3832

VII. Adjournment

Angela Rouson called for adjournment at 7:30 p.m.

Respectfully Submitted by:

Sandra Downes, Secretary

**PINELLAS COUNTY LICENSE BOARD
STRATEGIC PLAN FOR 2014-2017**

Vision Statement

Every child has access to quality child care and education in an environment that is safe and nurtures their maximum development.

Mission Statement

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.

Organizational Background and Governance Structure

The Pinellas County License Board (PCLB) was established in the early 1950's through the efforts of local citizens who recognized the need for quality child care as more parents began working outside of the home. There were no official standards for caring for children and no license or permit was required at that time. Out of concern for children and because of efforts by leaders of the Pinellas County Juvenile Welfare Board, the Florida Legislature approved the Pinellas License Board Act in 1951, which created a three member Board that had the power to issue permits for providing child care and to investigate complaints of substandard child care.

Membership on the early Board was comprised of the Superintendent of Schools, the Director of the Pinellas County Health Department, and the Director of the Pinellas County Juvenile Welfare Board. Over the years, the PCLB has grown to having a staff of seventeen professionals, who are employed at the Child Care Licensing Program, which is a program within the Florida Department of Health in Pinellas County. The PCLB continues to promulgate rules and set policy for child care licensing in Pinellas that either equals or exceeds all State requirements.

The Board continues to have specific designation for membership: Pinellas County Commissioner; Pinellas County Schools Administrator; representative from the Florida Department of Children and Families; representative from the Juvenile Welfare Board of Pinellas, a County Health Officer, an ex-officio member of the Florida Department of Health in Pinellas County; and two members in good standing from Pinellas County preschool associations. The Board also has an Advisory Committee consisting of experts in the field of early learning and child care providers.

Regulatory Oversight

The statutory reference for the PCLB is Chapter 61-2681, amended by Chapters 70-893 and 2007-277. The PCLB has approved various regulations over the years to help ensure that every child in day care in Pinellas is safely cared for and that they have maximum ability to reach their own full potential. The State of Florida's Department of Children and Families has adopted several of the Pinellas County standards and included them in State Regulations over the years as they represented best practices and ensured child safety and well-being. Pinellas is one of only five counties that regulate child care on a local basis.

Laws/Regulations governing child care licensing in Pinellas County:

Florida Statute 402.26-319 addresses child care in homes and centers.

Florida Administrative Codes Chapter 65C-22 addresses child care in centers.

Florida Administrative Codes Chapter 65C-20 addresses child care in homes.

Special Act for Pinellas County Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida which established and governs the Pinellas County License Board (an independent special district)

Licensing Regulations Governing Pinellas County Children's Centers

Licensing Regulations Governing Pinellas County Family Child Care Homes and Large Child Care Homes

Planning Assumptions and Theory of Change

Providers

- Meeting licensing standards results in quality child care and the protection of children's health, safety and physical, mental and social development.
- Monitoring and enforcement ensure high quality child care.
- Enforcement includes intervention services when indicated that improve the level of compliance.
- Training and technical assistance lead to more knowledgeable providers who are able to better implement child care best practices.
- Publicizing training increases providers' awareness of and participation in training opportunities.
- Environmental Health inspections lead to child care being provided in a safe and healthy environment.
- Working collaborative with providers in an environment of trust and mutual respect enhances the compliance and quality assurance process.

Families

- Providing information to families increases their ability to make wise child care choices.
- Using all available avenues of communication to inform families of child care regulations, observable quality indicators, and avenues for addressing quality of care issues and concerns.

Community and Organizational Partner Engagement

- Staff involvement in community committees increases awareness of other agencies and services that can be leveraged to enhance quality of child care.

Mission-Related SWOT Analysis

| STRENGTHS (Internal) | WEAKNESSES (Internal) |
|---|--|
| <ul style="list-style-type: none"> * Longevity and leadership skill of the Board * New CEO (Patsy Buker) has created a much more positive organizational culture * High level of staff expertise *Strong monitoring authority that is well executed * Increasing efforts to clarify criteria for assessment of quality and consistent use of that criteria across monitors * Increasing strong relationship of transparency and mutual respect between the Board and its provider constituency | <ul style="list-style-type: none"> * Budget and resource constraints * Some degree of remaining inconsistency in the understanding and application of criteria as an aspect of monitoring and regulation of child care providers *Licensing board staff, as state employees, are prohibited from engaging in advocacy activities that would further the mission and actions of the Licensing Board * The public is not as aware as it should be of the mandates, mission and activities of the Licensing Board. These need to be better communicated to a wider group of constituencies. |
| OPPORTUNITIES (External) | THREATS (External) |
| <ul style="list-style-type: none"> * Rapid advances in technology to enhance communication and increase efficiencies *Changing strategic direction and decision of Florida Legislature and regulatory authorities that support the mission of the Licensing Board *To develop an education and advocacy strategy with key policy makers that furthers the mission of the Licensing Board and remains consistent with laws that regulate advocacy activities by state employees. *Juvenile Welfare Board (JWB) movement away from child care slot funding to quality initiatives in high risk zip codes may create new markets for some providers | <ul style="list-style-type: none"> *Impending retirements of management leadership, key staff and/or Board leadership *Changing strategic direction and decision of Florida Legislature and regulatory authorities that serve to impede the mission of the Licensing Board. *Juvenile Welfare Board (JWB) movement away from child care slot funding to quality initiatives in high risk zip codes may negatively impact some providers *Pinellas County Schools investing in school-based onsite child care alternatives will increase competition for some providers. |

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|---|---|
| <p>*Pinellas County Schools investing in school-based onsite child care alternatives creates greater access to child care.</p> <p>*Better cooperation and coordination of provider professional development and training activities to maximize resources available for this purpose.</p> <p>*To develop a public education and communications strategy, including a formal Annual Plan that will increase understanding of the mandates, mission and activities of the Licensing Board</p> | <p>*Some early child care providers are losing business to public Early Head Start Programs</p> |
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Strategic Goals for 2014-2017

Goal 1: Maintain the current high level of performance in monitoring provider compliance with quality standards and related regulations.

Goal 2: Enhance the quality of child care through professional development of child care providers.

Goal 3: Provide information for families to make informed decisions when selecting a licensed child provider that best suits their needs.

Goal 4: Ensure that the Pinellas County Licensing Board has the organizational infrastructure, governance, and resource base to adequately fulfill its mission and mandate.

Measurable Outcomes and Strategic Action Plans for Each Goal

Goal 1: Maintain the current high level of performance in monitoring provider compliance with quality standards and related regulations.

| Strategic Outcome | Measurable Evidence of Success | Required Action Steps and Lead Persons Assigned |
|---|---|--|
| <p>1.1 Ensure provider compliance with regulations.</p> <p>1.2 Ensure health, safety and instructional quality of child care centers and homes.</p> | <p>> Each year 100% of provider licenses are renewed on time.</p> <p>> Each year annual inspections are completed within 45 days of initiation.</p> | <p>* Conduct annual inspections and quality monitoring according to schedule (Patsy Buker, ED)</p> <p>*Develop a score card of key indicators to assist with tracking performance in meeting these outcomes.</p> |
| <p>Organizational Partners</p> | <p>Resources Required</p> | <p>Progress Reporting Schedule</p> |
| <p>DCF</p> | <p>>Adequate staff development resources</p> | <p>*Quarterly monitoring with an annual written report.</p> |

Goal 2: Enhance the quality of childcare through professional development of childcare providers.

| Strategic Outcome | Measurable Evidence of Success | Required Action Steps and Lead Persons Assigned |
|---|---|---|
| <p>2.1 Ensure that child care providers' skills are development consistent with best practices.</p> | <p>>Each child care provider annual provides documentation of 10 hours of in-service training.</p> <p>> Annual training enrollment data and training hours completed.</p> <p>> Demonstrate the application of approaches to the measurement of the impact of training on knowledge gain, development of new skills, and application in practice.</p> | <p>* Research and adopt best practices for child care provider training with respect to content and didactic approach. (Lead, Julie Oliver)</p> <p>*Design and implement coordinated inter-organizational pre-licensure training approach for new child care providers that is research-based by March 30, 2015.</p> <p>*Design and implement coordinated inter-organizational continuing education for existing child care providers that is research-based by March 30, 2015.</p> <p>*Engage childcare provider representatives as partners in</p> |

| | | |
|--|--|---|
| | | <p>the design and implementation of the pre-service training. (Lead, Julie Oliver)</p> <p>*Publicize training opportunities among providers (Decentralized task within child care network)</p> <p>*Research approaches to the measurement of the impact of training on knowledge gain, development of new skills, and application in practice and adopt those that will increase capacity in this area of childcare provider competence.</p> <p>* Explore special credentialing for providers with special competences (such as trauma-informed practice).</p> |
| Organizational Partners | Resources Required | Progress Reporting Schedule |
| <ul style="list-style-type: none"> *Early Learning Coalition *Champions for Children (Brian McEwen) *Helios Foundation *DRLN *Bay Area Legal Services *Child Care Provider Representatives | <ul style="list-style-type: none"> *State of the art curricula for early childhood development *Business model training for child care providers *Disaster Preparedness training for child care providers *Legal services and liability training for child care providers *Secure needs-based training scholarships for providers | <ul style="list-style-type: none"> *Quarterly monitoring with an annual written report |

Goal 3: Provide information for families to make informed decisions when selecting a licensed child provider that best suits their needs.

| Strategic Outcome | Measurable Evidence of Success | Required Action Steps and Lead Persons Assigned |
|--|---|--|
| <p>3.1 Ensure that families have adequate information to select among available childcare options.</p> <p>3.2 Improve strategies to communicate with families on a sustained basis.</p> | <p>> # of hits on the Licensing Board website for childcare information requests as a first measure.</p> | <p>* Increase use of social media for distributing information to parents.</p> <p>* Identify and/ or develop methods for assessing how well parents are accessing and using information provided for child care decision-making.</p> |
| Organizational Partners | Resources Required | Progress Reporting Schedule |
| <ul style="list-style-type: none"> *Early Learning Coalition *Juvenile Welfare Board *Champions for Children (Brian McEwen) *Helios Foundation *DRLN *Bay Area Legal Services *Child Care Provider Representatives *Networks of pediatric child care providers | <ul style="list-style-type: none"> * Informational materials multiple formats that are linguistically and culturally competent. * Access to technology that supports the use of social media to communicate more efficiently with parents | <p>Quarterly monitoring with an annual written report.</p> |

Goal 4: Ensure that the Pinellas County Licensing Board has the organizational infrastructure, governance, and resource base to adequately fulfill its mission and mandate.

| Strategic Outcome | Measurable Evidence of Success | Required Action Steps and Lead Persons Assigned |
|---|--|--|
| <p>4.1 Ensure capable organizational leadership.</p> <p>4.2 Ensure staff competence to fulfill job requirements.</p> <p>4.3 Promote Board competency through Board development.</p> <p>4.4 Secure reputation of PCLB as an advocate for children.</p> <p>4.5 Ensure adequate equipment or other resources for the PCLB to function with maximum efficiency.</p> | <p>> Board approval of Succession Plan for ED position by September 30, 2016.</p> <p>>Percentage of staff will completed annual performance plans. (Target=100%)</p> <p>>Percent of staff that achieve goals established annual performance plans. (Target=100%)</p> <p>>Annual schedule of Board development and recruitment activities implemented</p> <p>> Evidence of improved Board performance as measured by formal annual Board self-assessment survey</p> <p>>Annual report of % and type of advocacy priorities <u>achieved</u></p> <p>>Annual report on the % and type of resource acquisition targets <u>met</u></p> | <p>*Design a succession plan for presentation to the Board by as required by State Department of Health Personnel Policy (PCLB Attorney Advisor)</p> <p>*Implement an annual program of staff development based on outcomes of formal annual performance reviews for all staff. (Lead: Patsy Buker, ED)</p> <p>*Create annual schedule of Board development and recruitment activities (Board Chair and ED)</p> <p>*Select and implement annual Board self-assessment process (Board Chair)</p> <p>*Develop an annual agenda of advocacy priorities and related action steps. (Lead person(s): named here Patsy Buker and Angela Rouson)</p> <p>*Develop an annual "Resource Acquisition Plan" (Lead: Patsy Buker, ED).</p> |
| Organizational Partners | Resources Required | Progress Reporting Schedule |

| | | |
|-----------------------------|--|---|
| <p>JWB ELC PCSB</p> | <p>>Access to grant-related data bases (especially support for professional development of child care providers)</p> | <p>Quarterly with written annual report</p> |
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Appendix A
(Updated Annually)

Pinellas County child care licenses and capacity as of April 1, 2015 [To be updated annually by Patsy Buker, ED]

Family Child Care Homes

378 licensed homes with a total capacity of 2555 children.

Large Family Child Care Homes

27 licensed homes with a total capacity of 323 children

Day Nursery Children’s Centers

258 licensed facilities with a total capacity of 22,694 children

School Age Children’s Centers

113 licensed facilities with a total capacity of 17,412 children

Other Pinellas County child care facilities inspected by PCLB as of April 1, 2015

Religious Exempt Children’s Centers

4 facilities with a total capacity of 272 children

Nonpublic Children’s Centers

22 Substantially compliant facilities with a total capacity of 1037 children

Appendix B

Annual Budget to Go Here and Updated Each New Fiscal Year

Appendix C

Board Members

- 1) A member of the Board of County Commissioners:
(01/15) Patricia Gerard
Board of County Commissioners
315 Court Street Fifth Floor
Clearwater, FL 33756

- (2) The District Administrator of DCF or a person delegated by him:
(01/15) Peggy Niermann
Circuit Community Development Administrator
Department of Children and Families
11351 Ulmerton Road, Suite 414
Largo, FL 33778

- (3) A member of the Juvenile Welfare Board:
(04/15) Susan Rolston
1710 Brightwaters Boulevard N.E.
St. Petersburg, FL 33704

- (4) The District School Superintendent or a teacher in elementary preschool delegated by him:
(07/13) Sandy Downes - Secretary
Director of Elementary Education
Pinellas County Schools
P.O. Box 2942
Largo, FL 33779-2942

(5) The County Health Officer or a person delegated by him:
(01/15) Dorothy Duve'
Retired Registered Nurse
5990 Terrace Park Drive North #110
St. Petersburg, FL 33709

(6) Two members in good standing from Pinellas County preschool associations, selected by majority vote of the elected officers of those organizations:
(01/15) Vicki Conolly
Kid's Corner
2875 State Road 580
Clearwater, FL 33761

(7) (3/14) Francine Williams (LFCCH/Flexx Daycare)
2632 20th Street S.
St. Petersburg, FL 33712

Ex officio member of the PCLB
(10/07) Charles Minor
Environmental Health Supervisor
Pinellas County Health Department
8751 Ulmerton Road, Suite 2000
Largo, FL 33771

ATTORNEY
(11/08) Colleen M. Flynn, Esq.
Johnson, Pope, Bokor, Ruppel & Burns, LLP
911 Chestnut Street
Clearwater, FL 33756

ADVISORY COMMITTEE

From Section 19, Chapter 61-2681 Amended by Chapter 70-893, Laws of Florida, and action taken by the License Board on September 30, 1974, June 27, 1977, June 4, 2003, and May 7, 2008; **Members shall serve a two (2) year term beginning with appointments made in 2008**; there is no limitation on the number of terms a person may serve:

Three (3) operators in good standing, representing privately-operated children's centers, school age centers, and faith-based children's centers.

(1) Privately-Operated Children's Centers:
(10/09 – 10/11) Elizabeth Krakowski
Kiddie City Learning Center
3024 Park Lane
Dunedin, FL 34698

(2) School Age Centers:
(1/11 – 1/13) Lynn Bittner
City of St. Petersburg Parks & Recreation Department
1400 19th Street North
St. Petersburg, FL 33713

- (3) Faith-based Children's Centers
(10-09 – 10/11) Nina Meyers
Holy Family Early Childhood Center
200 78th Avenue NE
St. Petersburg, FL 33702

Two other persons qualified by education and experience in the field of early childhood education:

- (4) (12/90) Ann Hofmeister
4736 Overlook Drive NE
St. Petersburg, FL 33703

- (5) TBA

Two (2) operators in good standing, one (1) representing family day care homes and one (1) representing large family child care homes.

- (6) (3/14) Amanda Neuner, Family Child Care Homes
7585 47th Street N
Pinellas Park, FL 33781

- (7) (1/11-1/13) DaVee Henderlong, Large Family Child Care Provider
2384 Indigo Drive
Clearwater, FL 33763

Consultant position added June 27, 1977: One person qualified by experience as a member and chairman of the License Board:

- (8) TBA

(Update Historical file)
(Revised 4/27/2015)

Supported by Juvenile Welfare Board and the Department of Children and Family Services

KEY STAFF

Patsy Buker, Ed.S.

Executive Director
Pinellas County License Board
Suite 2000
8751 Ulmerton Road
Largo, FL 33771
Ph. (727) 507-4857 ext. 7904
Fax (727) 507-4858
Patsy.Buker@flhealth.gov
www.pclb.org

Jorie Massarsky

Environmental Supervisor II
Florida Department of Health – Pinellas County
Disease Control and Health Protection
Child Care Licensing Program
8751 Ulmerton Road
Largo, Florida 33771

(727) 507-4857 ext. 7906
(727) 507-4858 (FAX)
Marjorie.Massarsky@flhealth.gov
www.pclb.org

Julie Oliver

Environmental Supervisor I
Child Care Licensing Program
Florida Department of Health – Pinellas County
Division of Environmental Health, Epidemiology & Preparedness
8751 Ulmerton Road
Suite 2000
Largo, FL 33771
Phone: (727) 507-4857 ext. 7905
Fax: (727) 507-4858
Julie.Oliver@flhealth.gov
www.pclb.org

Kathi Merino

Administrative Secretary
Pinellas County License Board
8751 Ulmerton Road, Suite 2000
Largo, FL 33771
Ph. (727) 507-4857 ext. 7952
Fax (727) 507-4858
Kathleen.Merino@flhealth.gov
www.pclb.org

How to contact the PCLB

www.pclb.org
Patsy Buker, Ed.S.
Executive Director
Pinellas County License Board
Florida Department of Health in Pinellas County
8751 Ulmerton Road, Suite 2000
Largo, FL 33771
Patsy.Buker@flhealth.gov
(727) 507-4857 ext. 7904