

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

**REGULAR MEETING
July 27, 2016 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

II. Consent Agenda

- A. Approval of Minutes from April 27, 2016

III. Action Items

- A. Approve continuation of Interlocal Agreement
- B. Approve selection of Auditor
- C. Approve licenses for 3 new Children's Centers
- D. Approve licenses for 3 new Family Child Care Home
- E. Approve license for 1 new Large Family Child Care Home

IV. Information Items

- A. Board Training by Colleen Flynn
- B. Executive Director's Report
- C. Statistical Report regarding licensing activities
- D. Compliance Reports
 - 1. Children's Centers Fine Report
 - 2. Family Child Care Homes Fine Report
 - 3. 100 Percent Compliant Inspections in Children's Centers
 - 4. 100 Percent Compliant Inspections in Family Child Care Homes
 - 5. Closed Centers and Homes
- E. Monthly Financial Report

V. Public Comment

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.

- VI. Next Meeting:** Wednesday, October 26, 2016 at 6:30 PM
Mid County DOH offices:
8751 Ulmerton Road, Largo, FL 33771

VII. Adjournment

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 three 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 should 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
Minutes for the Regular Board Meeting
April 27, 2016 1:30 PM**

UNAPPROVED MINUTES

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, April 27, 2016, at 8751 Ulmerton Road, Largo, FL, to begin at 1:30 PM.

Board Members Present: Vicki Conolly, Chairman; Dorothy Duve', Celeste Fernandez, Pam Gebler, Commissioner Gerard, Shana Rafalski, Susan Rolston

Ex-Officio Member Present: Charles Minor

Advisory Members Present: Lynn Bittner, Ann Hofmeister, Elizabeth Krakowski, Richard French

Advisory Members Absent: DaVee Henderlong, Nina Meyers, Amanda Neuner

Attorney: Colleen Flynn

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

I. Call to Order

A. Welcome and Announcements The PCLB Board Meeting was called to order at 1:35 PM. Wendy Giantonio, Child Care Licensing Board's new Licensing Specialist, was introduced to the Board. Vicki Conolly appointed Celeste Fernandez to serve as Secretary of the Board, and Dr. Shana Rafalski, who is replacing Sandra Downes, was welcomed as a new Board member.

B. Approve Agenda

Motion: Susan Rolston made a motion to approve the Agenda, Commissioner Gerard seconded it, and the motion passed unanimously.

II. Consent Agenda

Motion: Commissioner Gerard made a motion to approve the Minutes from the January 27, 2016 meeting. Celeste Fernandez seconded the motion, and it passed unanimously.

III. Action Items

A. Approve continuation of Contract with JWB

Patsy Buker explained that the Juvenile Welfare Board is our largest funder, and that each year we have to get approval from the Board so that we can continue to work with the JWB and be funded by them.

Motion: Pam Gebler made a motion to approve the continuation of the contract, Commissioner Gerard seconded it, and the motion passed unanimously.

B. Approve licenses for 3 new Children's Centers

Jorie Massarsky explained that the three centers all did well for the year on their temporary permits, and Ms. Massarsky is confident in recommending them for full licensure.

Motion: Susan Rolston made a motion to approve the recommendation to fully license these Centers, Commissioner Gerard seconded the motion, and it passed unanimously.

C. Approve license for 1 new Family Child Care Home

Julie Oliver reported that the new home has a good record, and that any non-compliances were in the paperwork of record keeping. She is confident in the recommendation for full licensure of this Family Child Care Home.

Motion: Commissioner Gerard made a motion to approve the licensure of the new Family Child Care Home, Dorothy Duve' seconded it, and the motion passed unanimously.

D. Approve license for 1 new Large Family Child Care Home

Julie Oliver explained that again, the only non-compliances were with record keeping, and that she is confident in recommending this Home for full licensure.

Motion: Susan Rolston made a motion to approve the licensing of this Home, Commissioner Gerard seconded it, and the motion passed unanimously.

IV. Informational Items

A. Executive Director's report

Patsy Buker reported that with the hiring of the new Licensing Specialist, the Program is now fully staffed.

She also explained that new legislation has come out of the Child Care Development Fund Block Grant. She is expecting new regulations to come down from the State level, and she stated that we will inform the Board as we learn of any changes. She explained that the key component concerns the screening of Child Care providers who currently hold an exemption. There is a new list of disqualifying offenses for which previously screened individuals had been granted an exemption that will no longer be honored.

Jorie Massarsky shared that all providers will need to be rescreened by November, 2017. Child Care Licensing is sending out a letter to all providers explaining the changes, and a copy of the letter will be put on our website, as well as all information that comes in regarding this change. Vicki Conolly offered to make sure it gets on the Pinellas AEYC website, and Pam Gebler offered to help in sharing the information with other providers.

Colleen Flynn notified the Board that we will be updating our regulations for the first time since 2013.

B. Statistical report regarding licensing activities

Ms. Massarsky reported that we are continuing to add centers that care for infants every month, and Ms. Buker added that it is very positive that we have a new home opening, because there continues to be a number of home closures.

C. Compliance Reports

1. Children's Centers Fines Report

Dorothy Duve' asked about the Class I fines given to a particular Center, and asked if it was an ongoing issue at the center. Ms. Massarsky replied that it was one specific staff member that had caused both of the violations, and whose employment had been terminated.

2. Family Child Care Homes Fines Report

3. 100 percent Compliant Inspections in Children's Centers

Kudos were given to Vicki Conolly for her center receiving a 100 percent compliant inspection in January.

4. 100 percent Compliant Inspections in Family Child Care Homes

Pam Gebler was congratulated for having a 100 percent compliant inspection in February. Ms. Gebler expressed her dismay at the amount of paperwork issues that Child Care Homes are having, stating that it is not difficult to keep up with the paperwork involved in running a Child Care Home.

5. Closed Centers and Homes

Pam Gebler offered to help any Homes that are considering closing, but could benefit from support and any help necessary to stay open.

Julie offered that the homes closed either because the provider moved away, retired, or didn't need to care for their own children at home any more.

D. Monthly Financial Report

Patsy Buker reported that we have a new accountant working for us, and that he is the sixth in six years. She stated that the preliminary work on the budget suggests that the program is on track. Dorothy Duve' expressed a desire for raises for the workers in the Child Care Licensing Program.

Susan Rolston reported that she went on a site visit, and that it was a very worthwhile experience. She praised the licensing staff for their thoroughness on the inspection.

Patsy Buker replied that we are happy to set up visits for anyone that wants to go on one.

Colleen Flynn reported on the appeal that we had, explaining that legally the provider could appeal to DCF, and that is what she did.

She stated that within the next 30 days, we will receive the determination from the DCF hearing officer.

Ms. Flynn also requested that the time of our July meeting be switched to 1:30, instead of 6:30. Pam Gebler announced that she would not be able to come. The others in attendance said that they would be able to attend.

Patsy Buker suggested that the meeting in October be held in the evening, and said that we would update the website with this information.

V. Public Comment

Julie O'Connor and Margaret Zak, certified instructors for Green Solutions for Healthier Kids shared information about a national program that was developed to educate facilities in reducing environmental health hazards that are found inside child care facilities.

VI. Next Meeting: Wednesday, July 27, 2016 @ 1:30
Mid County DOH offices:
8751 Ulmerton Road, Largo, FL 33771-3832

VII. Adjournment

Motion: Pam Gebler made a motion to adjourn the meeting at 2:39 PM.

Respectfully Submitted by:

Celeste Fernandez, Secretary

III. Action Items

- A. Approve continuation of Interlocal Agreement**
- B. Approve selection of Auditor**
- C. Approve licenses for 3 new Children’s Centers**

Recommended action: Approve

Center Name	Address	Owner	Category	Capacity	Age
Campbell Park Recreation Center	601 14th Street South St. Petersburg 33705	City of St. Petersburg/Department of Leisure Services	School Age Center	75	School Age
My Friends Learning Center	2012 County Road 1 Dunedin, 34698	German Kindergarten Sonnenschein LLC	Day Nursery	18 with 8 Infants	2 Months - 6 years and School Age*
Plato Academy Preschool - Pinellas Park	9200 49th Street North Pinellas Park 33782	Superior Schools Corporation	Day Nursery	21	4 through 6 Years

D. Approve licenses for 3 new Family Child Care Homes

Recommended Action: Approve

Provider Name	City	Capacity
Christen Lake	St. Petersburg	8
Emilia Massion-Torres	Pinellas Park	8
Deneathia Smith	St. Petersburg	8

E. Approve license for 1 new Large Family Child Care Home

Recommended Action: Approve

Provider Name	City	Capacity
Deanna Reyome	Pinellas Park	12

IV. INFORMATION ITEMS

- A. Board Training by Colleen Flynn**
- B. Executive Director’s Report- To be distributed**

C. Statistical Report for June 2016

	HOMES				CHILDREN'S CENTERS							
	FDCH		LFDCH		Preschool		B/A School		Exempt		Nonpublic	
Previous Months Totals	#	capacit y	#	capacit y	#	capacit y	#	capacit y	#	capacit y	#	capacity
Monthly Activity	346	2388	23	275	258	22623	112	17562	4	272	22	1059
1. Temporary Permits 1st Time TP	1	6	0	0			2	200				
2. Capacity Change - current licenses New capacity began	2	10	-1	-12		68		5				
3. Closed - # with capacity	-3	-24	0	0	-6	-405						
4. Corrections - from previous reports Explain below*												
Total Capacity	345	2380	22	263	252	22286	114	17767	4	272	22	1059

Monthly Tally Sheet Summary	Homes	FDCH	LFDCH	CC	Infant Centers	
Total Number	367	345	22	392	131	
Total Capacity	2643	2380	263	41384	3075	

1. Licensing						
a. Pre-licensing inspections	3			6		
b. - e. Inspections/ Re-checks	85			64		
f. TA/Consultation	1			19		
g. Unlicensed care investigations	2			0		
h. Children's Records (only)				0		
i. Renewal licenses issued	27			53		
2. Enforcement						
a. Complaints	4			14		
b. Fines administered	2			21		
c. Conferences	0			2		
d. Intent to deny/suspend/revoke	0			0		
e. - f. Hearings	0			0		
3. Training Presented						
a. Number of trainings	0			1		
b. Number of hours	0			4.5		
4. Training Taken						
a. Number of trainings	0			0		
b. Number of hours	0			0		
5. Health Inspections						
a. Food				97		

D. Compliance Reports

1. Children's Centers Fine Report

Provider	Fine Class	Reason	Date of Fine	Fine	Amt Paid	Date Paid
YMCA - Oakhurst	1S	Supervision-a child left the premises	4/4/2016	\$250.00	\$250.00	4/19/2016
Bright Discoveries for Early Learning	2	Daily Attendance-transitions not documented	4/4/2016	\$50.00	\$50.00	4/7/2016
YMCA-Woodlawn	2	Daily Attendance-closing log not completed	4/4/2016	\$50.00	\$50.00	4/21/2016
The Learning Experience-Palm Harbor	3	Chr-incomplete enrollment forms	4/6/2016	\$25.00	\$25.00	4/28/2016
Aldersgate	2	Personnel - no 5 year local background screening	4/5/2016	\$50.00	\$50.00	4/7/2016
Aldersgate	2	Personnel - no local background check completed prior to hire	4/5/2016	\$50.00	\$50.00	4/7/2016
KinderCare 216	3	Personnel - expired Acknowledgement forms	4/7/2016	\$25.00	\$25.00	4/25/2016
KinderCare 216	3	Chr-expired Immunization Forms	4/7/2016	\$30.00	\$30.00	4/25/2016
KinderCare 216	3	Personnel - Literacy not completed timely	4/7/2016	\$25.00	\$25.00	4/25/2016
KinderCare 216	2	Personnel - AGMC not completed on or before hire date	4/7/2016	\$50.00	\$50.00	4/25/2016
KinderCare 216	3	Chr-incomplete enrollment forms	4/7/2016	\$25.00	\$25.00	4/25/2016
KinderCare 1046	2	Personnel-AGMC not completed on or before hire date	4/12/2016	\$50.00	\$50.00	5/4/2016
KinderCare 1046	3	Chr-incomplete enrollment forms	4/12/2016	\$30.00	\$30.00	5/4/2016
KinderCare 1046	3	Chr-expired Immunization Forms	4/12/2016	\$30.00	\$30.00	5/4/2016
LSF Inc. Fillmore	3	Personnel-Expired Acknowledgement Form	4/8/2016	\$25.00	\$25.00	5/4/2016

Keswick Kids	3	Personnel-Literacy training not done timely	4/19/2016	\$25.00	\$25.00	4/28/2016
Speer YMCA Preschool Academy	2	Daily Attendance-Closing Log not completed	4/20/2016	\$50.00	\$50.00	5/2/2016
KinderCare 885	2	Fire inspection not current	4/18/2016	\$50.00	\$50.00	5/5/2016
World Changers Christian Academy	2	Daily Attendance-inaccurate recording	4/20/2016	\$50.00	\$50.00	4/28/2016
Walsingham Wee	2	Daily Attendance-inaccurate recording	4/22/2016	\$50.00	\$50.00	5/9/2016
Walsingham Wee	2	Outdoor Play space-hazardous to children	4/22/2016	\$50.00	\$50.00	5/9/2016
Clearwater Children's Learning Center	2	Adult/child ratio was not maintained	4/25/2016	\$50.00	\$50.00	5/18/2016
Alegria Montessori School - Lakewood	3	Personnel-Expired Acknowledgement Form	4/26/2016	\$25.00	\$25.00	5/16/2016
Allendale CC	1S	Discipline was used with a 3 year old child that was severe, humiliating or frightening	4/28/2016	\$300.00	\$300.00	5/4/2016
Allendale CC	1S	Mandatory Reporting-a witnessed act of possible abuse was not reported to the Abuse Hotline	4/28/2016	\$500.00	\$500.00	5/4/2016
Handprints Academy	2	Outdoor Equipment-hazardous to children	4/29/2016	\$50.00	\$50.00	5/2/2016
YMCA-Ozona	3	Personnel - late 40 clock hour training start	5/3/2016	\$25.00	\$25.00	6/7/2016
YMCA-Gulf Beaches	2	Daily Attendance-Closing Log not completed	5/6/2016	\$50.00	\$50.00	5/25/2016
Suncoast Waldorf School	2	Daily Attendance-inaccurate recording in 1 classroom	5/11/2016	\$50.00	\$50.00	5/13/2016
Happy Workers	2	Supervision-several incidents of children being left in a classroom for short periods of time unattended	5/11/2016	\$50.00	\$50.00	5/16/2016

Happy Workers	2	Daily Attendance-attendance accuracy at transitions not ensured	5/11/2016	\$50.00	\$50.00	5/16/2016
Lutheran Church of the Cross	2	Personnel-5 year rescreen not done timely	5/10/2016	\$50.00	\$50.00	5/23/2016
YMCA-Curlew Creek	3	Personnel - late 40 clock hour training start	5/13/2016	\$25.00	\$25.00	6/9/2016
Madeira Beach Rec	2	Transportation-no vehicle inspection	5/18/2016	\$50.00	\$50.00	6/1/2016
Madeira Beach Rec	2	Personnel-no 2 year employment history check on file for 1 employee	5/18/2016	\$60.00	\$60.00	6/1/2016
St. Pete Pediatrics-Pinellas Park	2	No current approved fire inspection	5/23/2016	\$50.00	\$50.00	5/31/2016
R'Club Kings Hwy.	3	Chr-expired Immunization Forms	6/1/2016	\$25.00	\$25.00	6/13/2016
YMCA-Anona	2	Daily Attendance-inaccurate recording	6/3/2016	\$50.00	\$50.00	6/20/2016
Allendale CC	2	Personnel: 5 year local background check not done timely	6/8/2016	\$50.00	\$50.00	6/20/2016
Seminole UMA	2	Daily Attendance-inaccurate recording	6/9/2016	\$60.00	\$60.00	6/17/2016
Clearwater Children's Learning Center	2	Adult/child ratio was not maintained	6/10/2016	\$60.00	\$60.00	6/14/2016
Kids Christian Care	2	Daily Attendance-inaccurate recording	6/14/2016	\$50.00	\$50.00	6/20/2016
Discovery LC	1S	Mandatory Reporting-a witnessed act of possible abuse was not reported to the Abuse Hotline	6/15/2016	\$250.00	\$250.00	6/30/2016
Largo Country School	2	Outdoor Play Equipment was not maintained and was not safe for children	6/16/2016	\$60.00	\$60.00	6/20/2016
KinderCare 531	3	Personnel-Literacy training not done timely	6/17/2016	\$25.00	\$25.00	6/23/2016
Kidz World	2	Daily Attendance-Closing Log not completed	6/17/2016	\$50.00	\$50.00	6/11/2016

First Step CC	2	Personnel-2 year employment history check not completed prior to hire	6/21/2016	\$50.00	\$50.00	7/15/2016
First Step CC	3	Personnel-Acknowledgement Form not signed on or before date of hire	6/21/2016	\$25.00	\$25.00	7/15/2016
First Step CC	2	Personnel-AGMC not completed on or before hire date	6/21/2016	\$60.00	\$60.00	7/15/2016
First Step CC	2	Daily Attendance-inaccurate recording	6/21/2016	\$50.00	\$50.00	7/15/2016
First Step CC	2	Personnel-No local background check completed	6/21/2016	\$50.00	\$50.00	7/15/2016
Educare of Palm Harbor	3	Personnel-No proof of high school education or GED	6/23/2016	\$25.00	\$25.00	7/11/2016
La Petite Academy	3	Chr-incomplete enrollment forms	6/24/2016	\$30.00	\$30.00	7/19/2016
Learning and Play Palace	2	Daily Attendance-Closing Log not completed	6/30/2016	\$50.00	\$50.00	7/14/2016
Learning and Play Palace	3	Personnel-no HS Diploma or GED	6/30/2016	\$25.00	\$25.00	7/14/2016
Learning and Play Palace	2	Adult/child ratio was not maintained	6/30/2016	\$50.00	\$50.00	7/14/2016
Learning and Play Palace	2	Daily Attendance-inaccurate recording	6/30/2016	\$75.00	\$75.00	7/14/2016

2. Family Child Care Homes Fine Report

Provider	Fine Class	Reason	Date of Fine	Fine	Amount Paid	Date Paid
Figueroa, Carmen	2	Daily Attendance: On 4/28/16 there were 12 children present but only 10 children were marked in.	5/6/2016	\$50.00	\$50	05/09/16 KL paid in full
Holmes, Grindl	2	Hazardous Products/Surfaces: Licensing Specialist observed products that were labeled "keep out of reach of children" within reach of children.	5/16/2016	\$50		CLOSED-6/10/16
Holmes, Grindl	2	Locks: Doors to the outside/off limit room areas had no inaccessible locks.	5/16/2016	\$50		CLOSED-6/10/16
Holmes, Grindl	2	Medical Records: Medication was not stored in a locked area or inaccessible and out of reach of children.	5/16/2016	\$50		CLOSED-6/10/16
Washington, Katarrah	1	Disqualified Person In Home: A household member living in the home was disqualified from screening.	5/19/2016	\$500	\$50.00	5/31/2016 CLOSED-6/10/16
Washington, Katarrah	1	Fraudulent Information: The provider gave fraudulent information related to the family child care home to licensing authority.	5/19/2016	\$500		CLOSED-6/10/16
Moreland, Roberta	1	Unscreened Individual: On 5/25/16 Ms. Moreland left an unscreened individual to care for 6 children while she went to an appointment. This individual was living in the home and had not been screened.	5/31/2016	\$500	\$50-6/30	Payment Plan
Tamayo, Odalis	2	Daily Attendance: The attendance had not been recorded during the 6/1/16 inspection.	6/30/016	\$60.00	\$60.00	6/28/2016
Santiago, Patricia	3	Outdoor Play Space: The outdoor play space was not clean in that the grass was extremely high.	6/28/2016	\$25.00		

3. 100% Compliant Inspections in Children's Centers

April	May	June
LSF Clearwater	Ponce de Leon B/A	Truth and Life
LSF Sanderlin	North Bay Preschool	Growing Room Enrichment
LSF Reconciler	Saint Paul's	Starling School
LSF Isay Gulley	YMCA-Plumb	Sprout Academy- Seminole
Kids Connection	Espiritu Santo ECC	Skycrest Christian Preschool
Guardian Angel	YMCA-Azalea	New Horizons
YMCA-Oldsmar	Bay Vista LC	R'Club Nina Harris
TLE-Oldsmar	Campbell Park Rec Center	
SonLight LC	Blossom Montessori	
First Presbyterian Day	TPP-Dixie Hollins	
Campbell Park Rec Center	R'Club Blanton	
R'Club High Point	Pasadena Church Preschool	
LSF Woodlawn	Plato Academy-Largo	
LSF Jordan Park	County Day School	
Happy Workers	YMCA-Bauder	
R'Club Seminole	Plato Academy-Pinellas Park	
Blessed Sacrament	First Christian Preschool	
Little Lambs	YMCA-Lake St. George	
Plato Academy-Seminole	Young Days CDC	
Childs Park Rec Center	City of Dunedin-Dunedin	
Imagination Station	Cornerstone Christian	
Infinite Potential	Kiddie City	
YMCA-Fuguitt	Dunedin Montessori Acad.	
LSF Good Samaritan	St. Patrick	
R'Club Cross Bayou	Thomas Jet Jackson Rec	
Tampa Bay Turners	R'Club James Sanderlin	
YMCA-Bear Creek	The Growing Tree	
Barlow Education Center	Plato Academy-North	
Plato Academy-St. Pete	The Gospel Train	
	YMCA-Sunset Hills	
	R'Club Gulfport	
	R'Club Fairmount Park	

4. 100% Compliant Inspections in Family Child Care Homes

April	May	June
Carolyn Johnson	Kathleen Buckins	Angela Pettit
Delores Smith	Mary Kelley	Loretta Ellis
Peggy Robinson	Monica Pittman	Lucile Jerger
Sharleen Gamble	Coretha Kelly	Ruby Martin
Sharmila Lal	Yvonne Martin	Deneathia Smith
Anita Seay	LaQuinda Sherrod	Juanita Watkins
Tamsen Baker	Tobey Cline	Maria Ojedo
Victoria Shook	Julie Tokotch	Stacie Johnson
Stephanie Meacham	Christine Perkins	Mary Kasper
Dawn Porcelli	Cynthia Poust	Latashia Flemmings
Jackie Morris	Jody Stover	Karen Cuatt
Rosa Levy	Pennie Dineen	Donna Owens
Teena Batten	Lynda Johnson	Christen Lake
Heather Legere	Debra Lewis	Sabrina Cromartie
Claire Burns	Bonnie Adams	Donna Johnson
Evelyn Kendrick	June Moody	Vickie Lawrie
Kathleen Schmitt	Ulrika Rosengren	Anna Denise Precourt
Susan Miller	Diana Neuner	Gitjana Gjyshi
Joan Murawski	Norma Bown	Deborah Hamilton
Lisa Marie Isabelle	Cheryl Kinney	Jacqueline Hilton
Diane DeLa Cruz	Teresa Koppie	Stacie Haggerty
Lenora Cabral	Sharon Skubal	Deborah Fleck
	Gina Morel	Donna Lindsey
	Deanna Reyome	Candy Merrell
	Emilia Massion-Torres	Amanda Neuner
	Diane Pinta	Cathleen Schmidt
		Laurie Murphy
		Mayra Roland
		Quetzali Ruiz
		Carrie Gonzalez
		Terri Brown
		Bridget Stewart
		Kimberlay Jackson

5. Closed Centers and Homes

Closed Centers for April, May and June, 2016

April: The Learning Experience-Clearwater (change of ownership)

May: Handprint Academy (change of ownership)

June: TPP=Dixie Hollins, Rainbow Preschool of OUMC, Wee Friends,
Windsor Pre-Prep, Clearwater Children's Center of Pinellas,
Plato Academy Preschool – St. Petersburg (moving to a new location)

Closed Homes for April, May and June 2016

April: Wanda Barbosa, Corrine Kitchen, Francine Williams and Shakeista Brown (moved to new home and reopened)

May: Helen Harrison, Myrtle George, Barbara Connor and Claudia Willingham

June: Katarrah Washington, Diana Neuner, Dorothy Jenkins, Grindl Holmes

E. Financial Report

ALL FUND SUMMARY													ALL FUNDS	AVAILABLE	PROJECTED	PROJECTED	%
ACCOUNT	ANNUAL BUDGET	Amended BUDGET	OCTOBER ACTUAL	NOVEMBER ACTUAL	DECEMBER ACTUAL	JANUARY ACTUAL	FEBRUARY ACTUAL	(3 pay periods) MARCH ACTUAL	APRIL ACTUAL	MAY ACTUAL	JUNE PROJECTED	SPENT AS OF 6/30/16	BALANCE	7/01/16 - 9/30/16	BALANCE	SPENT	
TOTAL SALARIES	584,025	584,025	35,003.14	44,758.60	43,242.23	42,597.58	42,003.40	62,514.97	41,983.65	43,695.88	44,029.58	399,829.03	184,195.97	167,490.11	16,705.86	68.46%	
FICA/MEDICARE	44,678	44,678	2,677.74	3,424.03	3,308.03	3,258.71	3,213.26	4,782.40	3,211.76	3,342.74	3,383.86	30,602.52	14,075.10	12,785.15	1,289.95	68.50%	
RETIREMENT	44,935	44,935	2,541.23	3,249.47	3,139.39	3,092.58	3,052.18	4,538.59	3,048.04	3,172.33	3,180.96	29,014.77	15,920.43	12,084.78	3,835.65	64.57%	
HEALTH/LIFE/DIS	235,993	235,993	5,958.16	17,864.24	18,399.10	17,641.77	18,146.52	27,026.93	9,401.53	18,700.45	19,140.29	152,278.99	83,714.01	66,307.00	17,407.01	64.53%	
TOTAL FRINGE BENEFITS	325,606	325,606	11,177.13	24,537.75	24,846.52	23,993.07	24,411.96	36,347.91	15,661.32	25,215.52	25,705.11	211,896.28	113,709.54	91,176.92	22,532.62	65.08%	
TOTAL SALARY AND BENEFITS	909,631	909,631	46,180.27	69,296.35	68,088.75	66,590.65	66,415.36	98,862.88	57,644.97	68,911.40	69,734.69	611,725.31	297,905.51	258,667.03	39,238.48	67.25%	
TELEPHONE	1,633	1,633	136.46	136.40	0.00	136.40	136.14	136.46	136.46	136.50	134.73	1,089.55	543.45	0.00	543.45	66.72%	
CELLULAR PHONES	612	612	0.00	22.96	180.46	0.00	87.82	42.14	18.16	5.17	44.15	400.86	211.14	0.00	211.14	65.50%	
POSTAGE	3,950	3,950	0.00	7.23	0.00	38.27	49.00	0.00	0.00	0.00	0.00	94.50	3,855.50	0.00	3,855.50	2.39%	
PRINTING	4,000	4,000	0.00	0.00	151.80	399.80	387.85	0.00	0.00	0.00	0.00	939.45	3,060.55	0.00	3,060.55	23.49%	
TRAVEL	15,000	15,000	988.33	1,546.34	1,652.24	1,577.34	1,489.38	895.56	2,116.61	1,345.57	917.57	12,528.94	2,471.06	0.00	2,471.06	83.53%	
EDUCATIONAL MATERIALS	175	175	0.00	0.00	0.00	0.00	0.00	0.00	175.00	0.00	0.00	175.00	0.00	0.00	0.00	100.00%	
OFFICE SUPPLIES	5,991	5,991	374.00	207.16	406.12	1,957.44	160.18	686.40	0.00	1,581.06	516.31	5,888.67	102.33	0.00	102.33	98.29%	
INFO. TECHNOLOGY	4,145	4,145	25.00	518.95	25.00	79.51	25.00	73.99	25.00	25.00	25.00	822.45	3,322.55	0.00	3,322.55	19.84%	
RENT- OFFICE SPACE	25,056	25,056	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,056.00	0.00	25,056.00	0.00%	
RENT- EQUIPMENT (COPIER)	1,862	1,862	95.12	0.00	299.18	156.64	139.32	175.01	162.08	143.75	168.83	1,339.93	522.07	0.00	522.07	71.96%	
CONTRACTUAL- Audit	19,000	19,000	0.00	0.00	0.00	0.00	0.00	19,000.00	0.00	0.00	0.00	19,000.00	0.00	0.00	0.00	100.00%	
CONTRACTUAL- Legal Fees	15,000	15,000	0.00	0.00	5,218.67	2,097.95	2,077.00	1,203.73	3,612.00	3,507.00	2,322.69	20,039.04	(5,039.04)	0.00	(5,039.04)	133.59%	
CONTRACTUAL- Advertising	770	770	0.00	82.00	0.00	82.00	0.00	0.00	82.00	0.00	0.00	246.00	524.00	0.00	524.00	31.95%	
CONTRACTUAL- Janitorial	3,938	3,938	0.00	439.61	328.07	328.07	0.00	328.07	436.26	218.13	218.13	2,296.34	1,641.66	0.00	1,641.66	58.31%	
UTILITIES	13,473	13,473	1.17	1,829.44	1.25	944.95	1,695.48	1.16	761.26	869.77	1,601.67	7,706.15	5,766.85	0.00	5,766.85	57.20%	
FINGERPRINT-BACKGROUND SCI	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38.75	0.00	38.75	(38.75)	0.00	(38.75)	#DIV/0!	
HR ASSESSMENT FEE	4,615	4,615	1,132.09	0.00	0.00	1,132.11	0.00	0.00	1,132.10	0.00	0.00	3,396.30	1,218.70	0.00	1,218.70	73.59%	
MISCELLANEOUS	1,588	1,588	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,588.00	0.00	1,588.00	0.00%	
TOTAL OPERATING	120,808	120,808	2,752.17	4,790.09	8,262.79	8,930.48	6,247.17	22,542.52	8,656.93	7,870.70	5,949.08	76,001.93	44,806.07	0.00	44,806.07	62.91%	
ADMIN. COST- FDOH In-Kind	165,764	165,764	4,627.26	6,943.49	6,822.49	6,672.38	6,654.82	9,906.06	5,776.03	6,904.92	6,987.42	61,294.88	104,469.12	25,918.44	78,550.69	36.98%	
ADMIN. COST JW/B 17%	80,018	80,018	4,146.24	6,242.74	5,958.03	5,674.62	5,674.61	8,511.91	4,877.91	6,153.46	6,237.38	53,476.91	26,541.09	23,049.41	3,491.69	66.83%	
TOTAL ADMIN. COST	245,782	245,782	8,773.51	13,186.23	12,780.52	12,347.00	12,329.43	18,417.97	10,653.94	13,058.38	13,224.80	114,771.78	131,010.22	48,967.84	82,042.37	46.70%	
ALL FUND TOTAL EXPENSES	1,276,221	1,276,221	57,705.94	87,272.67	89,132.06	87,868.13	84,991.96	139,823.37	76,955.84	89,840.48	88,908.57	802,499.02	473,721.80	307,634.88	166,086.92	62.88%	
REVENUE SOURCES (Received)																	
JWB	564,643	564,643	30,178.46	44,243.89	42,357.26	41,531.28	40,392.53	58,998.26	35,364.59	42,977.19	42,936.46	378,979.92	185,663.08	158,634.16	27,028.93	67.12%	
DCF	282,122	282,122	23,510.16	23,510.16	23,510.16	23,510.16	23,510.16	23,510.16	23,510.16	23,510.16	23,510.16	211,591.44	70,530.56	70,530.48	0.08	75.00%	
FDOH	129,117	129,117	2,915.05	4,438.54	9,573.94	6,622.08	5,947.88	17,875.31	4,549.79	4,357.53	7,454.21	63,734.34	65,383.11	0.00	65,383.11	49.36%	
FDOH In-Kind	165,764	165,764	4,627.26	6,943.49	6,822.49	6,672.38	6,654.82	9,906.06	5,776.03	6,904.92	6,987.42	61,294.88	104,469.12	0.00	104,469.12	36.98%	
LB FEES & FINES	102,719	102,719	7,264.00	7,040.00	8,680.00	12,019.00	10,111.15	10,490.00	9,374.00	10,045.00	10,521.00	85,544.15	17,175.12	0.00	17,175.12	83.28%	
FUND BALANCE	31,855	31,855	0.00	1,801.56	1,465.88	2,198.57	1,465.71	9,004.71	1,515.02	1,325.98	2,321.71	21,099.13	10,755.87	0.00	10,755.87	66.23%	
ALL FUND TOTAL REVENUE	1,276,221	1,276,221	68,494.93	87,977.65	92,409.73	92,553.47	88,082.26	129,784.50	80,089.58	89,120.78	93,730.96	822,243.86	453,976.86	229,164.64	224,812.22	64.43%	

V. Public Comment

VI. Next Meeting: Wednesday October 26, 2016 @ 6:30 PM
Mid County DOH offices:
8751 Ulmerton Road
Largo, FL 33771

VII. Adjournment