

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

**REGULAR MEETING
February 26, 2020 at 6:30 pm
Florida Department of Health in Pinellas
8751 Ulmerton Road, Largo, FL**

Approved 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 Child Care Homes was scheduled and properly noticed for Wednesday, February 26, 2020 at 8751 Ulmerton Road, Largo, Florida, to begin at 6:30 pm.

Board Members Present: Commissioner Kathleen Peters; Michael Mikurak; Dorothy Duvé; Michael Feeney; Pam Gebler; Lynn Gibson; Emily Ralston

Board Members Absent: Celeste Fernandez, Secretary

Ex-Officio Member Present: Brandy Downing

Advisory Committee Members Present: Lynn Bittner; Nancy McGreevy

Advisory Committee Members Absent: Richard French; Shelia Haugabook; Elizabeth Krakowski; Ann Martinelli; Cynthia Sumter

Attorney Present: Colleen Flynn, Esq.

Staff Members Present: Faith Bornoff, Executive Director; Jorie Massarsky, Supervisor, Children's Centers; Julie Oliver, Supervisor, Family Child Care Homes; Lisa Zacharia, Administrative Secretary; Mary Jane Elder, Licensing Specialist, Public Comment Volunteer

I. Call to Order

The PCLB Board meeting was called to order at 6:30 pm.

A. Announcements Ms. Bornoff welcomed our new Board members and asked each of them to introduce themselves. Ms. Gibson said she's been a Family Child Care Home provider since 1983 and a Large Child Care Home provider since 2004. Commissioner Peters stated that she has always been an advocate for children and childcare providers and has helped pass legislation for them. Ms. Ralston said she is the Executive Director of Early Learning with Plato Academy and is representing the local preschool association on our Board. She has been in this field for 15 years and oversees 9 locations. Ms. Ralston commented that she is excited to be here.

B. Approve Agenda

Ms. Massarsky asked for a motion to approve the agenda.

Motion: Mr. Mikurak made a motion to approve the agenda. Ms. Gibson seconded the motion and the agenda was approved unanimously.

II. Consent Agenda

Approval of Minutes from December 11, 2019.

Motion: Mr. Feeney asked for a change to the minutes regarding Board members who had left the Board and asked for the minutes to state that their term was up. Mr. Mikurak made a motion to approve the minutes from September 11 with that change. Ms. Duvé seconded the motion and it passed unanimously with one change.

III. Action Items

A. Election of Chairman/Appointment of Secretary by Newly Elected Chairman

Ms. Massarsky stated she represented Child Care Licensing staff on the Nominating Committee and Mike Mikurak was elected Board Chair.

Motion: Commissioner Peters made a motion to approve Mike Mikurak as Board Chair. Ms. Duvé seconded the motion and it passed unanimously.

Mr. Mikurak thanked everyone for their confidence in him and then appointed Celeste Fernandez again as Secretary to the Board.

B. Approve Changes to Center Regulations

Ms. Massarsky stated we now have new regulations from DCF that will be on our website tomorrow. The changes are highlighted in the document. Some of the new regulations were regarding plans to avoid shaken baby, abusive head trauma and fall zones, which now must be 6 feet around the perimeter of a piece of stationary equipment that a child can fall off. There were clarifications regarding thermometers in refrigerators and freezers and background screenings; all in all, there were some new regulations but much clean-up language. Ms. Massarsky asked for a motion to reflect we are going to incorporate the changes to Center Regulations.

Motion: Ms. Ralston made a motion to approve the changes to Center regulations. Mr. Mikurak seconded the motion and it passed unanimously.

Mr. Feeney asked if we track readiness rates. Ms. Massarsky stated they are not part of our statistics, but ELC does track them.

C. Approve Licenses for 5 New Children's Centers

Ms. Massarsky said all 5 centers did very well and we are confident recommending them for licensure.

Motion: Commissioner Peters made a motion to approve the 5 new Children's Centers. Ms. Gibson seconded the motion and it passed unanimously.

D. Approve Licenses for 6 New Family Child Care Homes (No New Large Family Child Care Homes)

Ms. Oliver reported that there are 4 new homes and 2 homes that moved. She is confident they are ready for their licenses and they have received a lot of technical assistance.

Motion: Ms. Gibson made a motion to approve the 6 new Family Child Care Homes. Mr. Feeney seconded the motion and it passed unanimously.

IV. Executive Director’s Report

Ms. Bornoff stated each board member has received the final hard copy of the annual audit which had been approved by the Board on December 11th, 2019. PCLB staff hosted the Early Learning Conference and staff had the opportunity to learn alongside the providers. Last week Faith and Julie attended the Baby Talk conference. They hosted and ran the vendor table with brochures that PCLB staff created named “Becoming a Licensed Family Child Care Provider” and “Why is Licensed Child Care Important?” We are doing our best getting them out in the community. We are currently unable to use PRIDE for printing service and have had to use another vendor. We will post information on training Child Care Centers on the new regulations and hold those trainings in March plus the new regs will be posted on our web page. We received a large quantity of books for young children experiencing trauma. They will be passed out at every Center and Home. Kudos to DCF for sending us the 1,000 books.

V. Information Items

Commissioner Peters asked if we could move the agenda around to accommodate the children in the audience. Mr. Mikurak said that could be looked at in the future.

A. Monthly Financial Report

Ms. Duvé asked about computers. Ms. Bornoff said Child Care Licensing received 4 tablets from DCF and we got new laptops last year. Eventually, DCF will send tablets for everyone and they also have agreed to pay for the attendance of all of our Specialists and Supervisors to attend the annual one-week training in Sarasota.

B. Statistical Report Regarding Licensing Activities

Ms. Gibson commented that she sees Family Child Care Homes numbers going down and appreciates PCLB for doing something about it.

C. Compliance Reports

1. Children’s Centers Fine Report – No comment
2. Family Child Care Homes Fines Report – No comment
3. 100% Compliant inspections in Children’s Centers – No comment
4. 100% Compliant Inspections in Family Child Care Homes – No comment
5. Closed Centers and Homes – No comment

VI. Public Comment

No Public Comment

VII. Upcoming Meeting Dates

- April 22, 2020 at 1:30 pm
- August 26, 2020 at 6:30 pm
- November 18, 2020 at 1:30 pm

VIII. Staff Anniversaries

2019 Staff Anniversaries (4th Quarter)

October

Mary Jane Elder – 13 years

November

Faith Bornoff – 2 years
Jorie Massarsky – 15 years

December

Paula Boardman – 1 year

IX. Adjournment

The meeting was adjourned at 7:00 pm.

Respectfully submitted,



Celeste Fernandez, Secretary