

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

**March 22, 2023, at 6:30 PM
VIRTUAL MEETING ON TEAMS FOR ADVISORY COMMITTEE**

**Florida Department of Health in Pinellas
8751 Ulmerton Road, Largo, Florida**

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 Licensing Board for Children's Centers and Family Child Care Homes was scheduled and properly noticed for Wednesday March 22, 2023, at 8751 Ulmerton Road, Largo, FL, 33771, to begin at 6:30pm

Board members present: Michael Mikurak, Dorothy Duvé, Commissioner Chris Latvala, Lynn Gibson, Jennifer Mekler, Dr. Susan Weber, Celeste Fernandez

Board Members absent:

Ex-Officio Member attending virtually: Brandy Downing

Advisory Committee Members present: Lynn Bittner, Cynthia Sumter

Advisory Committee Members attending virtually: Dan Berman, Shelia Haugabook,

Advisory Committee Members absent: Nancy McGreevy, Elizabeth Krakowski

Attorney Present: Colleen Flynn

Staff Members present: Faith Bornoff, Executive Director; Tammy Sharpe, Centers Supervisor; Julie Oliver, Homes Supervisor; Karen Kirouac, Administrative Secretary; Maria Villarreal, CCLP Specialist; Chris Grybauskas, CCLP Specialist; Michelle Leland, CCLP Specialist

Staff Members attending virtually: Kathi Merino, CCLP Specialist; Thanh Huynh (DOH); Deija Nevins, CCLP Specialist

Virtual Attendees: Dana Powell, phone number 727-642-9002, Yvonne Martin, Michelle Amons, Clarisse High, Kathleen Pero

I. Call to Order

A. Announcements & Welcome new Board Member Chris Latvala, Pinellas County Commissioner

Mr. Mikurak called the board meeting to order at 6:31pm, and welcomed Chris Latvala

II. Consent Agenda

A. Mr. Mikurak asked for a motion to accept the minutes from the Board Meeting on October 26, 2022

Motion: Commissioner Chris Latvala made a motion to accept the minutes from the board meeting on October 26, 2022

Second: Lynn Gibson seconded the motion

Opposed: none

Motion Carried: unanimously

III. Action Items

A. Approve FY22 Audit – Presented by Dana Powell with Thomason Howell & Ferguson

Ms. Powell thanked the board for having her. The audit went well, and they appreciate the responsiveness from management to their request of being provided timely and accurate information.

They issued an unmodified opinion on the financial statements this year. They did not note any deficiencies with internal control, or instances of non-compliance to rules, laws, contracts, or any grant agreements.

PCLB's total net position increased by \$89,142 (or 76%). Governmental activities revenue increased by \$96,353 (or 7%) and expenses increased by \$55,567 (4%) from the prior fiscal year.

Motion: Lynn Gibson made a motion to accept the FY21 Audit.

Second: Dorothy Duvé

Opposed: none

Motion Carried: unanimously

B. Approve Licenses for 9 child care centers

Ms. Sharpe stated that there are 9 new child care centers and all received good inspections. Note: Kiddin' Around Child Care changed their name to Bright Beginnings Early Learning Center – Michigan Boulevard. Ms. Sharpe says she is confident in recommending all these centers for licensure.

Motion: Dr. Susan Weber made a motion to approve these centers

Second: Lynn Gibson

Opposed: none

Motion Carried: unanimously

C. Approve Licenses for 3 Family Child Care Homes and 1 Large Family Child Care Home

Ms. Oliver stated that the homes have received good inspections and that she recommends the 3 Family Child Care Homes and 1 Large Home for full licensure.

Motion: Lynn Gibson made a motion to approve these homes

Second: Dr. Susan Weber

Opposed: none

Motion Carried: unanimously

Motion: Dr. Susan Weber made a motion to approve these centers

Second: Lynn Gibson

Opposed: none

Motion Carried: unanimously

IV. Executive Director's Report

Ms. Bornoff announced the retirement of Lisa Zacharia, and the hire of Karen Kirouac for

that position. We will be posting the opening for the Senior Clerks for Homes. There are two positions open for inspectors/specialists. Interviews are currently underway. The topic of infant ratios was brought up at the last board meeting, and staff was asked to respond to a public comment made. Staff still firmly believes the infant ratio should stay at 3 infants for every 1 adult for the safety of children and is the best practice for our county.

V. Informational Items

A. Financial Report

no comments

B. Update on Unlicensed Care

no comments

C. Monthly Financial Report

no comments

D. Statistical Report Regarding Licensing Activities

no comments

E. Compliance Reports

1. Children's Centers Fine Reports
2. Family Child Care Homes Fines Reports
3. 100% compliant inspections in Children's Centers
4. 100% compliant inspections in Family Child Care Homes
5. Closed Centers and Homes

Several comments and questions were asked about high dollar fines, why they happen and the process.

Mr. Latvala questioned if there is a way to know how many preliminaries are being done to see what is coming down the pipeline? Also questioned how many other homes and centers will be coming to board soon.

VI. Public Comment

Esther Santa Cordero gave a public comment stating that she would like to see Family Child Care Homes be able to watch 4 infants instead of 3. She would like to see the ratio increase.

Jennifer Hughes with Pinellas Early Educators United Association gave a public comment saying that since the pandemic the world has changed and that there is a child care crisis in Florida and nationwide. She said maybe we need a temporary fix to help people get back out into the workforce. Parents are either not re-entering the workforce or are using unlicensed care because of the shortage.

VII. Staff Anniversaries

Ms. Kirouac shared the 1st quarter anniversaries for CCLP

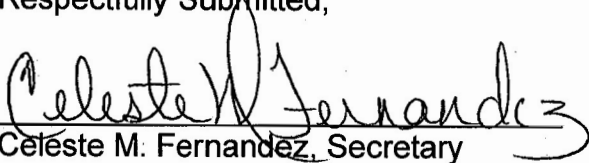
VIII. Upcoming 2023 meetings

Next board meeting is Wednesday June 21, 2023, at 1:30pm

IX. Adjournment

Mr. Mikurak adjured the meeting at 7:04pm

Respectfully Submitted,


Celeste M. Fernandez, Secretary