

Pinellas County License Board for Children's Centers & Family Child Care Homes

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



Faith Bornoff, Executive Director
Commissioner Gerard, Chairperson

REGULAR MEETING
May 23, 2018 at 1:30 PM
Florida Department of Health in Pinellas
8751 Ulmerton Road, Largo, Florida 33771

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 March 21, 2018

- III. Action Items**
 - A. Announce New Advisory Committee Nominees
 - B. Proposed Changes to Bylaws - Attachment
 - C. Proposed Changes to Policies - Attachment
 - D. Approve Licenses for 3 New Children's Centers
 - E. Approve Licenses for 4 New Family Child Care Homes and 1 Large Family Child Care Home

- IV. Executive Director's Report**

- V. Information Items**
 - A. Letter to Request Executive Order from Governor Scott for Decreased Regulatory Standards During Hurricane Season & Tables with Standards
 - B. CCLP Infant Survey Results-to be presented at Board meeting
 - 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



VI. 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.

VII. 2018 Meeting Dates: Wednesday, September 26, 2018 @ 6:30 PM

Mid County DOH offices:
8751 Ulmerton Road, Largo 33771

Wednesday, December 12, 2018 @ 1:30 PM

Mid County DOH offices:
8751 Ulmerton, Road, Largo 33771

VIII. Adjournment

Notice: This meeting is audio recorded by PCLB.

- I. **Call to Order**
 - A. **Announcements**
 - B. **Approve Agenda**

- II. **Consent Agenda**
 - A. **Approval of Minutes from March 21, 2018**

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

**REGULAR MEETING
March 21, 2018 at 6:30 pm
Florida Department of Health in Pinellas
8751 Ulmerton Road, Largo, FL**

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, March 21, 2018, at 8751 Ulmerton Road, Largo, Florida, to begin at 6:30 pm.

Board Members Present: Commissioner Patricia Gerard; Celeste Fernandez; Pam Gebler; Dr. Shana Rafalski; Susan Rolston; Barbara Backus

Board Members Absent: Dorothy Duvé

Ex-Officio Member Absent: Charles Minor

Advisory Members Present: Lynn Bittner; DaVee Henderlong; Elizabeth Krakowski; Richard French

Advisory Members Absent: Nina Meyers (retired)

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; Victoria Gilley, Finance and Accounting, DOH

- I. **Call to Order**

The PCLB Board meeting was called to order at 6:35 pm.

 - A. **Announcements** – Commissioner Gerard requested a moment of silence to honor the two spouses of Board members Susan Rolston and Dorothy Duvé who passed away recently, and for our Board members to know we are supportive of them.

- B. **Approve Agenda**

Motion: Ms. Fernandez made a motion to approve the agenda. Ms. Gebler seconded the

motion and it passed unanimously.

II. **Consent Agenda**

Approval of Minutes from December 6, 2017.

Motion: Ms. Gebler made a motion to approve the minutes from December 6, 2017. Ms. Fernandez seconded the motion and it passed unanimously, with no corrections.

III. **Action Items**

A. **Accept Audit Presentation by Dana Powell of the accounting firm Law, Redd, Crona & Munroe**

Ms. Powell reported that the audit went very smoothly this year and thanked those who assisted her. Ms. Powell went over the results briefly and said that they issued an unmodified opinion that the statements were fairly presented. They did not identify any material weaknesses or non-compliance of laws, rules, grants, or contracts in 2017. In 2017 Operations, there was a slight increase in revenue of about 2%, which was due to the increase of the JWB grant. Expenditures went down slightly at about 2% due to DOH. Ms. Powell asked if anyone had any questions. Commissioner Gerard stated that what we heard is all we need to know and asked for a vote to accept.

Motion: Ms. Fernandez made a motion to approve the audit presentation. Dr. Rafalski seconded the motion and it was approved unanimously.

B. **Approve Budget Amendment**

Ms. Bornoff stated we want to increase the budget in two lines. The first, in the amount of \$500.00, so that she and Ms. Massarsky can attend the DCF Conference in Orlando. The second, in the amount of \$3,500.00 for furniture to replace office furniture that was repurposed.

Motion: Ms. Gebler made a motion to approve the budget amendment. Dr. Rafalski seconded the motion and it was approved unanimously.

C. **Approve Licenses for 4 New Children's Centers**

Ms. Massarsky stated she is recommending full licensure for 4 new Centers. Ms. Gerard asked if anyone had any questions.

Motion: Ms. Gebler made a motion to approve the 4 new children's centers. Ms. Fernandez seconded the motion and it was approved unanimously.

D. **Approve License for 1 new Family Child Care Home**

Ms. Oliver reported that the provider has had excellent inspections and we recommend approving her. Ms. Gebler asked how many visits providers received while on temporary permit. Ms. Oliver said 3 and they are visited every 3-4 months.

Motion: Ms. Fernandez made a motion to approve the license for the one new Family Child Care Home. Ms. Backus seconded the motion and it was approved unanimously.

IV. **Executive Director's Report**

Ms. Bornoff stated that this year she overlapped the beginning of her employment while Patsy Buker was still here and that Ms. Buker, Ms. Massarsky, and Ms. Oliver were instrumental in her "learning the ropes." She also said that Chuck Minor has gotten a promotion to Environmental Health Administrator, but he intends to stay on the PCLB board, for now. Ms. Bornoff also said that Ms. Massarsky and Ms. Oliver had been conducting many after-hours trainings of the new

regulations. Ms. Oliver reported that about 65% of home providers have attended regulations training. Ms. Gebler stated she was pleased that Ms. Bornoff has attended the trainings. Ms. Bornoff stated that she has been going to some inspections of centers and homes and that some home providers have concerns regarding infant ratios. More specifically, some providers would like to see the infant to adult ratios change from 3:1 to 4:1. Ms. Bornoff said she went to the ELC Program Development meeting and that a request was made for better infant/toddler care. A discussion ensued about local licensing requirements requiring centers with infants to have an exit door that immediately leads to the outside of the building. CCLP staff do not feel this requirement should change as it was put into place to ensure the safety of infants, should an emergency occur. In a separate meeting Ms. Bornoff attended with the Pinellas/Pasco Death/Abuse Review Committee, a recommendation was made to increase the frequency of safe sleep training for those providing infant care. New state regulations have focused on safe sleep by requiring no bumper pads or blankets be used. Ms. Fernandez stated that coming from DCF, she is all about prevention and that JWB, Eckerd, and others are doing a lot to get information out about safe sleep and that we need to consider mandatory training more than once and that specialists could remind them about safe sleep when they go out. Ms. Bornoff stated that safe sleep incidents are not occurring as much in centers as it is in homes. Ms. Gebler stated that getting the message to homes is important for herself and other providers and that providers have different situations. For example, some babies are used to sleeping being held, others sleep in baby seats. Ms. Bornoff said that the new regulations state that homes have to provide a safe sleep plan. Ms. Gebler said that no matter the plan, you may still have a screaming baby. Ms. Bornoff brought another provider concern with the new regulation that requires providers to call a child's parents when a child has not arrived at the center or home but that DCF has backed off a little on this, allowing the provider to set a time in which calls will begin, as opposed to the one hour requirement. The regulation is in place because a child that was supposed to have been in care died in a vehicle, but things have calmed down now. Providers have also been concerned about school safety and the CCLP has made suggestions such as keypads, barriers, and doors locked for safety. ELC, JWB and the CCLP have spoken with police officers to provide training for providers, even offering space for such training to occur. Ms. Massarsky said providers are supposed to be practicing lockdown. Ms. Bornoff reported that we had a provider ask for an armed guard and that certified law enforcement officers may provide such a service. Retired Law enforcement officers may be eligible if still certified.

V. Information Items

A. DCF Audit

Commissioner Gerard stated that there were no findings in the DCF audit.

B. Statistical Report Regarding Licensing Activities

Ms. Massarsky reported that when the YWCA/USF Family Village closed and we lost slots – 93.

C. Compliance Reports

1. Children's Centers Fine Report

Ms. Rolston commented that fines have increased and asked why there's a difference in the amount of fines of the same class. Ms. Massarsky responded that the amount of risk to a child is considered and that the fine can be between \$100-\$500. Commissioner Gerard asked about Little Ones, where a 2 year old had been found on the side of a the road. Ms. Massarsky responded that the 2 year old had been found on the sidewalk but luckily, was not hurt.

2. Family Child Care Homes Fine Report

Commissioner Gerard asked about the 3 Class 1 fines. Ms. Oliver said this provider

received 3 Class I fines and had their license revoked.

3. 100 Percent Compliant Inspections in Children's Centers

4. 100 Percent Compliant Inspections in Family Child Care Homes

Ms. Bornoff commented that some providers think it is not possible to get 100% compliant inspections, but this list is a testament that you can. Ms. Gebler stated that getting into a routine, for example, not having uncovered electrical sockets and never leaving things in places where they don't belong works well for getting 100% compliant inspections.

5. Closed Centers and Homes

No comment

D. Monthly Financial Report

Ms. Gilley reported that there was nothing out of the ordinary in February. In November, under air cards there is a refund from Verizon. Ms. Gilley asked if anyone had questions.

VI. Public Comment

Lynn Gibson, Large Family Child Care Home provider, stated that she had 4 calls from people looking for infant care. She referred them to Pam Gebler, Yahoo groups, and Facebook pages, and she said something has to be done about this. Possibly advertise and PSA's telling people how to become providers. People can look at inspection reports and look for homes that accept infants. Commissioner Gerard asked about the possibility of using social media to talk about opportunities to become licensed. Ms. Gibson asked if we can have a Facebook page. Ms. Flynn said it would have to go through DOH. Ms. Bornoff said it would be a security risk and she will have a meeting with Chuck Minor and IT to talk about that and wants to target unlicensed providers to get them licensed. Ms. Gebler stated that she doesn't think it would be like the 70s and 80s when there were an "abundance of gals" that wanted to stay home. Rules and regs are easily learned. Now there is a percentage of new moms that would like to be home until kids go to school. Ms. Oliver stated that we are looking to have a class for prospective providers every couple of months. Ms. Gebler said she thinks the Association could be helpful. Richard French said Spectrum Bay News 9 could be a contact and they are on the air 24 hours a day to get the word about looking for new providers.

Commissioner Gerard asked if there was any other business. Ms. Bornoff stated that Ms. Oliver was having a work anniversary. Ms. Krakowski asked if had been more than 17 years and Ms. Oliver replied it was 17 years.

VII. Adjournment

The meeting was adjourned at 7:30 pm.

Next Meeting: Wednesday May 23, 2018 at 1:30 PM
Mid County Conference Center
8751 Ulmerton Road, Largo, FL 33771

Respectfully submitted,

Celeste Fernandez, Secretary

III. **Action Items**
A. **Announce New Advisory Committee Nominees**

Anne Martinelli

Has been working in the field of Early Childhood Education for over 26 years. After earning her Bachelor's degree from the University of North Carolina-Asheville, she began her career working in Child Development. Years later, she moved "back home" to Clearwater and worked as an Early Interventionist and Early Childhood teacher. She later moved into administration, becoming a Director in Early Childhood Education. She feels incredibly blessed to now be part of Palm Harbor United Methodist and the Robin's Nest family.

Nancy McGreevy

My name is Nancy McGreevy and I have been in the field of early childhood since 1984, as a director, consultant, trainer, and instructor. As owner and director of Tender Time Preschool for nine of those years, I handled the payroll, marketing, parent and community involvement, staff trainings, and preschool curriculum. I primarily served children with special needs, most often those with an IEP.

Additionally, I am a state approved trainer for DCF and continue to do trainings for child care providers for the Hillsborough Early Learning Coalition.

As a coordinator of the Child Care Apprenticeship Program for Pinellas Technical College since 2006, I oversee the students enrolled in our program. I visit them on the job and monitor their performance based activities as they relate to content learned in our program. I also teach Child Care Center Operations which is a state approved equivalent to Overview of Child Care Management, the required course to obtain the Florida Administrator (Director) Credential. As of this date, I have written over 20 online courses in early childhood education for Pinellas Technical College and am a part time adjunct instructor for UF's Early Learning Florida courses. I hold a BS in Education/Leadership and a MS in Teaching and Learning with Technology.

It would be my privilege to serve on the Advisory Committee for the Pinellas County License Board.

B. Proposed Changes to Bylaws: Attachment

C. Proposed Changes to Policies: Attachment

D. Approve Licenses for 3 New Children’s Centers

Recommended Action: Approve

Center Name	Address	Owner	Category	Capacity	Age
Bay Pines Lutheran School	7589 113th Lane Seminole 33772	Bay Pines Lutheran Church	Day Nursery	15	4 Years through 6 Years
Guiding Inspirations for Tomorrow	2332 Dr. Martin Luther King Street South St. Petersburg 33705	Guiding Inspirations for Tomorrow, Inc.	Day Nursery	35 with 16 Infants	2 Months through 6 Years and School Age*
Happy Workers, An R'Club Early Learning Academy	920 19th Street St. Petersburg 33712	R'Club Child Care, Inc.	Day Nursery	121 with 29 Infants	2 Months through 6 Years and School Age

E. Approve Licenses for 4 New Family Child Care Homes

Recommended Action: Approve

Provider Name	Address	Capacity
Ashley McFarland	264 Milwaukee Ave., Dunedin 34698	7
Amber Britner	1548 Illinois Road, Clearwater 33756	8
Katrina Asima	6721 43rd St. N., Pinellas Park 33781	8
Kelly Ogle	6253 40 th Ave. N., St. Petersburg 33709	8

Approve License for 1 New Large Family Child Care Home

Recommended Action: Approve

Provider Name	Address	Capacity
Luisa Collins	10020 61 st Way N. Pinellas Park 33782	12

IV. Executive Director's Report: To be Presented at Board Meeting

V. Information Items

A. Letter to Request Executive Order from Governor Scott for Decreased Regulatory Standards During Hurricane Season & Tables with Standards

**Pinellas County License Board for
Children's Centers & Family Child Care Homes**

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

**Faith Bornoff M.Ed., Executive Director
Commissioner Gerard, Chairperson**



April 2018

Governor Rick Scott
The Executive Office of the Governor
The State of Florida
The Capitol
400 S. Monroe Street
Tallahassee, FL 32399-0001

Dear Governor Scott,

The Pinellas County License Board for Children's Centers and Family Child Care Homes (PCLB), the agency that licenses more than 700 children's centers and family child care homes in Pinellas County, is preparing and planning for the upcoming hurricane season.

On behalf of the PCLB, I respectfully request an Executive Order to allow decreased regulatory child care standards for licensed children's centers and family child care homes in Pinellas County. In order for critical/essential personnel to perform recovery duties for the community, child care has been identified as a needed component.

Our agency, in an effort to be proactive and best serve our children and families, hopes you will consider our request. The Office of Emergency Management in cooperation with PCLB has authority to activate this request based on their determination of the county's status, need and ability to maintain existing child care licensing standards.

The attached charts, one for children's centers and the other for family child care homes, denote the standards to be reduced.

Thank you for your service to our state.

Sincerely,

Faith Bornoff M.Ed.
Executive Director of PCLB

dms



8751 Ulmerton Road, Suite 2000, Largo, FL 33771 * (727) 507-4857 * Fax (727) 507-4858 * www.PCLB.org
Funded by: Juvenile Welfare Board, Florida Department of Children and Families and Pinellas County Health Department

Pinellas County License Board for Children's Centers and Family Day Care Homes (PCLB)

Child Care Licensing Program for Pinellas County Chapter 61-2681, Amended by Chapter 70-893, Laws of Florida

Executive Order is requested to allow for the following decreases in regulatory standards for Children's Centers as stated:

STATUTE/RULE	BRIEF DESCRIPTION	RECOMMENDED MODIFICATION
<i>Licensing Regulations Governing Pinellas County Children's Centers</i>	General standards and requirements for child care centers	Request Executive Order to allow the PCLB the authority to waive standards related to Education/Training/Credentials, Records/record keeping, Food and Nutrition, Equipment, and posted information as needed
<i>(Children's Centers)</i>		PCLB May Waive To:
II. SUPERVISION A. General Supervisory Standards	7. Field trips	7. Do not allow staff/children to participate in any field trips unless approved by PCLB staff
VI. PHYSICAL ENVIRONMENT B. Fire Safety	2. At least one operable corded telephone	2. Two cell phones with two different carriers
C. Indoor Play Space	2. Square footage 35 per child indoors 10a. 20/50 foot candles of lighting 10b. Inside temperature of 65° to 82°	2. Indoor square footage to 20 sq. ft. 10a. Sufficient lighting to observe and supervise children 10b. Sufficient air circulation, not to exceed outdoor temperature
D. Outdoor Play Space	1. ÷ 90 sq. ft. for 25% capacity outdoors	1. Waive outdoor space requirement completely
VII. Safety, Health and Sanitation A. General Requirements	13. Hand washing with running water	13. Waive outdoor, if children are remaining inside; PCLB may allow for substitutes for running water when none is available.
X. Application, Fees, License E. Annual renewal of license	1. Submit annual renewal of license at least 45 days prior to expiration	1. PCLB may allow up to a 90-day extension for all license renewals

Pinellas County License Board for Children's Centers and Family Day Care Homes (PCLB)

Child Care Licensing Program for Pinellas County Chapter 61-2681, Amended by Chapter 70-893, Laws of Florida

Executive Order is requested to allow for the following decreases in regulatory standards for Family Day Care Homes and Large Family Child Care Homes as stated:

STATUTE/RULE	BRIEF DESCRIPTION	RECOMMENDED MODIFICATION
<i>Licensing Regulations Governing Pinellas County Family Day Care Homes and Large Family Child Care Homes</i>	General standards and requirements for family day care homes and large family child care homes	Request Executive Order to allow the PCLB the authority to waive standards related to Training, Records/record keeping, Equipment, and Nutrition Practices and posted information, as needed
<i>(Family Day Care Homes)</i>		PCLB May Waive To:
IV. PHYSICAL PLANT HOUSING FAMILY DAY CARE HOMES A. Building	2. At least one operable corded telephone 4. Temperature maintained between 65° to 82°	2. Two cell phones with two different carriers 4. Sufficient air circulation, not to exceed outdoor temperature
B. Indoor Floor Space	1. Thirty five (35) sq. ft. of useable floor space per child	1. Indoor sq. ft. to 20 sq. ft.
C. Outdoor Play Space	1. Minimum of 50 sq. ft. per child	1. Waive outdoor useable space completely
I. Cleanliness and Orderliness of the Family Day Care Home	1. All parts of the home, indoor and outdoors...shall be kept...free of hazards, in an orderly condition and in good repair at all times 5. Operators, substitutes and children must wash hands with running water	1. Waive outdoor, if children are remaining inside 5. PCLB may allow for substitutes for running water when none is available
IX. APPLICATION, FEE, LICENSE E. Annual Renewal of License	1. Submit annual renewal of license at least 45 days prior to expiration	1. PCLB may allow for up to a 90 day extension for all license renewals
<i>(Large Family Child Care Homes)</i>		
I. PERSONNEL C. Supervision	3. Field trips	3. Do not allow provider/children to participate in any field trips unless approved by PCLB staff

B. CCLP Infant Survey Results: To be Presented at Board Meeting

C. Statistical Report Regarding Licensing Activities

Statistical Report for April 2018

	HOMES				CHILDREN'S CENTERS							
	FDCH		LFDCH		Preschool		B/A School		Exempt		Nonpublic	
Previous Months Totals	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity
Monthly Activity	298	2084	21	248	245	20878	114	17915	4	272	21	1039
1. Temporary Permits 1st Time TP	2	12			2	271						
2. Capacity Change - current licenses New capacity began			1	3		15						81
3. Closed - # with capacity	-1	-8			2	-291						
4. Corrections - from previous reports Explain below*												
Total Capacity	299	2088	21	251	245	20873	114	17915	4	272	21	1120
Monthly Tally Sheet Summary	Homes	FDCH	LFDCH	CC	Infant Centers							
Total Number	320	299	21	384	126							
Total Capacity	2335	2084	251	40180	2162							
1. Licensing												
a. Pre-licensing inspections	1			4								
b. - e. Inspections/ Re-checks	71			149								
f. TA/Consultation	3			2								
g. Unlicensed care investigations	2			0								
h. Children's Records (only)				0								
i. Renewal licenses issued	12			37								
2. Enforcement												
a. Complaints	9			21								
b. Fines administered	8			8								
c. Conferences	1			2								
d. Intent to deny/suspend/revoke	0			0								
e. - f. Hearings	0			0								
3. Training Presented												
a. Number of trainings	1			1								
b. Number of hours	2			4								
4. Training Taken												
a. Number of trainings	1			1								
b. Number of hours	3			2								
5. Health Inspections												
a. Food				80								

includes 1 Middle School inspection

D. Compliance Reports

1. Children's Centers Fine Report

Provider	Fine Class	Reason	Date of Fine	Fine	Amt Paid	Date Paid
Mt. Zion Children's Center	2	Outdoor Play Space - tripping hazard due to unopened bags of mulch in fall zones	3/6/2018	\$50.00	\$50.00	3/20/2018
Delores M. Smith Academy	2	Personnel: incomplete 5 year employment history check	3/13/2018	\$50.00	\$50.00	3/13/2018
Walsingham Wee School	2	Supervision-Adult/Child ratio not maintained	3/16/2018	\$50.00	\$50.00	4/6/2018
Walsingham Wee School	2	Daily Attendance-inaccurate recording	3/16/2018	\$50.00	\$50.00	4/6/2018
Westchester Academy	2	Daily Attendance-inaccurate recording	3/20/2018	\$60.00	\$60.00	3/20/2018
ELIM Child Development Center	2	Daily Attendance-Closing log not completed	3/21/2018	\$50.00	\$50.00	3/23/2018
Here We Grow Learning Center	1S	Personnel: Unscreened individual left alone with children	3/26/2018	\$500.00	\$500.00	3/26/2018
St. Albans Episcopal Day School	2	Infants were not kept separate from children 2 and above	4/3/2018	\$50.00	\$50.00	4/17/2018
KinderCare LC 216	2	Supervision-a child was left in the classroom when the group went to the playground	4/11/2018	\$50.00	\$50.00	4/20/2018
All About Learning	1S	Discipline was used in the toddler classroom that was severe, humiliating or frightening	4/17/2018	\$500.00	\$250.00	4/26/2018
All About Learning	1S	Mandatory Reporting-staff did not report alleged abuse or neglect	4/17/2018	\$500.00		
Speer YMCA Preschool	2	Outdoor Equipment-Maintained/Safe-tricycle missing both handles	4/27/2018	\$50.00		
Happy Workers, An R'Club Early Learning Academy	2	Outdoor Equipment-Maintained/Safe-green carpeting tripping hazard	4/27/2018	\$50.00		

2. Family Child Care Homes Fines Report

Provider	Fine Class	Reason	Date of Fine	Fine	Amount Paid	Date Paid
Kasper, Mary	2	Daily Attendance: The daily attendance record was incomplete in that five children were marked as present and seven children were actually present.	3/14/2018	\$50	\$50	3/23/2018
Barcenas, Dario	2	Capacity: The provider may care for 6 preschool children. The number of children in care on 3/13/18 was 6 preschool children and 1 school age child.	3/26/2018	\$50	\$50	3/23/2018
Figueroa, Carmen	1	Capacity: The provider may care for 12 children with 1 employee. On 3/27/18 the provider had 15 children in care of which 5 children were under the age of 24 months.	4/3/2018	\$500	\$500	4/15/2018
Figueroa, Carmen	3	Immunizations: The provider did not have a DH Form 680 for 1 child in care.	4/3/2018	\$25	\$25	5/4/2018
Figueroa, Carmen	3	Physicals: One child was missing a health exam and he had been in care for over 30 days.	4/3/2018	\$25	\$25	5/4/2018
Figueroa, Carmen	2	Daily Attendance: The daily attendance was not accurate on 3/27/18 when the provider had 15 children in care but 10 children were marked present.	4/10/2018	\$60	\$60	5/4/2018
Figueroa, Carmen	2	Daily Attendance: The daily attendance was not accurate on 4/3/18 when the provider had 5 children in care but 4 children were marked present.	4/10/2018	\$75	\$75	5/4/2018
Figueroa, Carmen	2	Child ID Form: No enrollment information was on file for one child.	4/10/2018	\$50	\$50	5/4/2018
Figueroa, Carmen	3	Enrollment Information: The provider failed to have a complete enrollment record for one child in care.	4/10/2018	\$25	\$25	5/4/2018
Figueroa, Carmen	3	Immunizations: The provider did not have a DH 680 Form for 2 children that had been enrolled over 30 days.	4/10/2018	\$30	\$30	5/4/2018

3. 100% Compliant Inspections in Children's Centers

March	April	
The Sprout Academy - CLW	LSF Clearwater	Lad N Lass
R'Club Paul B. Stephens	LSF James Sanderlin	LSF Fillmore
Safety Harbor Community Center	LSF Reconciler	LSF Woodlawn
R'Club Breeden	LSF Isay Gulley	R'Club Bay Vista
R'Club Gateway	Little Learning Preschool	LSF Midtown
YMCA-Sexto	ABC Kids	Admiral Farragut School
First Baptist Preschool	LSF Friendship	St. Jude School
Kids Christian Care	Kids Connection	St. Jude Preschool II
Argonauta	Cornerstone Preschool	LSF Highpoint
YMCA-Baypoint	R'Club Eisenhower	R'Club High Point
YMCA-Maximo	Rosie's III	Tampa Bay Turners
Precious People Learning Center	Boys and Girls Club Pinellas Park	R'Club Seminole
New Horizons CDC	R'Club Pinellas Park	Bay Pines Lutheran School
Frank Pierce Rec Center	Sacred Heart Catholic School	Anona CDC
R'Club Lakewood	R'Club Cross Bayou	City of Largo - SW Rec
Gladden Park Rec Center	YMCA-Bear Creek	Little Lambs
Rosie's I	Southside Parent/Child	Walsingham Wee
YMCA-Mt Vernon	Alegria Lakewood	Plato Academy Seminole Preschool
YMCA-Ridgecrest	Imagination Station	Dunedin Kinder Academy
Calvary Kids Care	LSF Jordan Park	Our Lady of Lourdes School
	YMCA-Oldsmar	Main Street ELC
	Gan Chaya	YMCA-Woodlawn
	R'Club Sutherland	Highland Rec Center
	First Presbyterian Day School	LSF Tarpon Center

4. 100% Compliant Inspections in Family Child Care Homes

March		April	
Debra Alexander*		Doreen Baker	
Cheyenne Milton		Angelena Bethune	
Kenya Collins		Je'Neen Pruitt	
Molly Whitfield		Darlene Mosley	
Eunice Matuknauth		Denise Vann	
Patreese Reynolds		Gwen Hearn-Brown	
Dianne Day		Lisa Isabelle	
Diane Keonigsaecker		Blondell Woods	
Jenny Rockey		Theresa Cutting	
Barbara Underwood		Natalie Vormwald	
Laurie Gallant		Susan Livi	
Stephanie Singletary		Jackie Morris	
Andrea Bloomfield		Darlene Mosley	
Meagan Hoch		Darlene Madden	
Celeste Froid		Sarleen Gamble	
Beverly Simmons		Irene Wilson-Giroir	
Amber Britner		Rosa Levy	
Carol Ann Fowler		Stephanie Meacham	
Catherine Bishop		Tanya Ann Hyde	
Vanessa Robertson		Dawn Porcelli	
Carol Brooks		Anita Seay	
Althea Chin-Neath		Victoria Shook	
Patricia Frisch		Tamsen Baker	
Sandy Garcia		Sabina Cromartie	
Melissa Jones		Mary Kasper	
Karen Quackenbush		Filma Wallace	
Denise Redner		Carolyn Johnson	
Gina Replogle		Peggy Robinson	
Cheryl Smith		Janice Huntley	
Barbara Cook		Victoria Talbot	
Patty Gavornik			
Talisha Ghansiam			
Colleen Heffern			
Lenora Alexander			
Judy Jones			
Joy Wright			
Judy Young			
Betty Brown			
Dorothy Harry			
Olga Gaymore			
Lynn Gibson			
Annette Megherti			
*Inactive Status			

5. Closed Centers and Homes

Closed Centers

March	Rainbow Academy - Operator Decision
April	New Horizons - Change of Ownership Building Blocks Children's Center - Change of Ownership

Closed Homes

Name	Date Closed	Reason
Deloris Morgan	3/1/18	Personal reason
Loretta Ellis	3/12/18	Retired
Cynthia Poust	3/19/18	Moved
Sonia Mojica	3/28/18	Moving (will reopen)
Name	Date Closed	Reason
Janice Walton	4/30/18	No children

E. Monthly Financial Report

PINELLAS COUNTY LICENSE BOARD								
REVENUE & EXPENSE BUDGET REPORT								
10/01/17 - 09/30/18 (FY1718)								
ALL FUND SUMMARY						ALL FUNDS		
ACCOUNT	ANNUAL BUDGET	MARCH ACTUAL	APRIL ACTUAL	SPENT 4/30/2018	AVAILABLE BALANCE	%		
						SPENT		
TOTAL SALARIES	603,957	44,681.27	44,006.16	331,804.96	272,152.04	54.94%		
FICA/MEDICARE	46,203	3,418.11	3,366.46	25,383.03	20,819.76	54.94%		
RETIREMENT	45,418	3,360.02	3,309.25	24,951.67	20,465.97	54.94%		
HEALTH/LIFE/DIS	275,746	11,301.49	22,552.89	150,771.73	124,974.27	54.68%		
TOTAL FRINGE BENEFITS	367,366	18,079.62	29,228.60	201,106.43	166,260.00	54.74%		
TOTAL SALARY AND BENEFITS	971,323	62,760.89	73,234.76	532,911.39	438,412.04	54.86%		
TELEPHONE	816	66.41	133.85	399.48	416.52	48.96%		
CELLULAR PHONES	575	44.90	0.00	290.14	284.86	50.46%		
AIR CARDS	4,326	360.50	360.50	763.27	3,562.73	17.64%		
POSTAGE	3,950	12.50	1,953.50	2,937.32	1,012.68	74.36%		
PRINTING	3,000	1,150.00	1,470.00	2,794.84	205.16	93.16%		
TRAVEL	17,362	1,538.79	1,791.55	9,302.12	8,559.88	52.08%		
EDUCATIONAL MATERIALS	200	0.00	0.00	0.00	200.00	0.00%		
OFFICE SUPPLIES	5,776	1,041.70	43.94	4,063.05	1,712.95	70.34%		
INFO. TECHNOLOGY	300	25.00	25.00	175.00	125.00	58.33%		
RENT- EQUIPMENT (COPIER)	1,862	176.77	227.63	1,105.11	756.89	59.35%		
SUBSCRIPTIONS/DUES	175	0.00	0.00	175.00	0.00	100.00%		
EQUIPMENT	0	0.00	0.00	0.00	0.00	#DIV/0!		
CONTRACTUAL- Audit	21,100	20,000.00	0.00	20,000.00	1,100.00	94.79%		
CONTRACTUAL- Legal Fees	23,257	365.00	1,386.00	11,453.00	11,804.00	49.25%		
CONTRACTUAL- Advertising	650	116.75	0.00	605.00	45.00	93.08%		
CONTRACTUAL-Janitorial	5,029	365.31	365.31	2,353.32	2,675.68	46.79%		
UTILITIES	12,075	1,008.63	1,071.77	6,258.00	5,817.00	51.83%		
FINGERPRINT	288	0.00	0.00	36.00	252.00	12.50%		
HR ASSESSMENT FEE	4,124	0.00	999.70	2,999.12	1,124.88	72.72%		
MISCELLANEOUS	0	0.00	0.00	0.00	3,500.00	0.00%		
TOTAL OPERATING	104,865	26,272.26	9,828.75	65,709.77	43,155.23	60.36%		
ADMIN. COST- FDOH In-Kind	156,456	10,119.55	11,852.47	86,545.19	69,910.81	55.32%		
ADMIN. COST JWb 17%	81,996	5,482.80	6,353.69	45,892.84	36,103.16	55.97%		
TOTAL ADMIN. COST	238,452	15,602.36	18,206.16	132,438.03	106,013.97	54.85%		
ALL FUND TOTAL EXPENSES	1,314,640	104,635.51	101,269.67	731,059.19	587,581.24	55.31%		
REVENUE SOURCES (Received)								
JWB	613,145	51,733.68	47,882.71	353,697.75	259,447.25	57.69%		
DCF	282,122	23,510.16	23,510.16	164,571.12	117,550.88	58.33%		
FDOH	115,487	10,460.14	8,843.41	65,444.43	50,042.57	56.67%		
FDOH In-Kind	156,487	10,119.55	11,852.47	86,545.19	69,941.81	55.31%		
LB FEES & FINES	104,776	12,814.00	11,486.00	63,491.00	41,285.00	60.60%		
FUND BALANCE	23,139	529.85	641.26	7,998.27	15,140.73	34.57%		
ALL FUND TOTAL REVENUE	1,295,156	109,167.39	104,216.01	741,747.76	553,408.24	57.27%		

VI. Public Comment

VII. 2018 Meeting Dates

Wednesday, September 26, 2018 @ 6:30 PM

Mid County DOH offices:
8751 Ulmerton Road, Largo 33771

Wednesday, December 12, 2018 @ 1:30 PM

Mid County DOH offices:
8751 Ulmerton, Road, Largo 33771

VIII. Adjournment

2018 Staff Anniversaries (2nd Quarter)

April

May

June

Kathy Lombardo - 4 years

Lisa Zacharia - 1 year