

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

**REGULAR MEETING**  
**June 11<sup>th</sup>, 2025, 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

**II. Consent Agenda**

- A. Approve minutes from Board Meeting on **February 18, 2025**.

**III. Action Items**

- A. **Appoint Nominating Committee to recommend new Board Chair**
- B. **Board Sitting as Audit Selection Committee per F.S. 218.391- Approval of Factors for Evaluation of Audit Services Request for Proposal (RFP) and Authorize Public Announcement for RFP for Audit of FY 2024-2025**
- C. **Approval of the 18th Amendment to the Interlocal Agreement between DOH and PCLB**
- D. **Approval of Budget Amendment FY 2024-2025**
- E. **Approve Fiscal Year 2025-2026 Proposed Budget**
- F. **Increases/Additions to Regulations**
  - 1. **Increase fee for Child Care Center Application Fee including changes to Application**
  - 2. **Increase Fee for Child Care Center License**
  - 3. **Increase Fee for Preliminary Site Inspection (non-Mandatory)**
  - 4. **Increase Fee for Child Care Center filing petition for a variance or waiver**
  - 5. **Add a new regulation requiring fee for Child Care Centers Exemption from licensure verification**
  - 6. **Add a new regulation requiring fee for reinspection(s) for Child Care Centers**
  - 7. **Add a new regulation providing an annual increase of 3% for fees for Child Care Centers**
  - 8. **Increase Fee for Family Child Care Home and Large Child Care Home Application including changes to Application**
  - 9. **Increase Fee for Family Child Care Home and Large Family Child Care Home filing petition for variance or waiver**
  - 10. **Increase Fee for Family Child Care Home and Large Family Child Care Home to add overnight care**

**11. Add a new regulation requiring fee for reinspection(s) for Family Child Care Home and Large Family Child Care Home**

**12. Add a new regulation providing an annual increase of 3% for fees for Family Child Care Home and Large Family Child Care Home**

**G. Increase Fees for Training**

**H. Approve Johnson, Pope, Bokor, Ruppel & Burns, LLP representation agreement for FY 2025-2026**

**I. Approve Licenses for 6 Child Care Centers**

**J. Approve Licenses for 3 Family Child Care homes**

**K. Approve Licenses for 3 Large Family Child Care Homes**

**IV. Discussion**

**V. Executive Director's Report**

**VI. Information Items**

**A. Annual Financial Report**

**B. Statistical Report Regarding Licensing Activities**

**C. Compliance Reports**

**1. Children's Centers Fine Report**

**2. Family Child Care Homes Fine Report**

**3. 100% Compliant Inspections in Children's Centers**

**4. 100% Compliant Inspections in Family Child Care Homes**

**5. Closed Child Care Centers and Family Child Care Homes report**

**VII. 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 2.

**VIII. Staff Anniversaries**

**IX. Upcoming 2025 Meeting Dates**

**X. Adjournment**

*Notice: This meeting is audio recorded by PCLB*

## **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.

**II. Consent Agenda**

A. Minutes from Board Meeting on February 18, 2025

B.

PINELLAS COUNTY LICENSE BOARD

**FOR CHILDREN'S CENTERS & FAMILY DAY CARE HOMES  
REGULAR BOARD MEETING**

**Tuesday February 18, 2025, at 6:30pm**

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

**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 board meeting of the Pinellas County Licensing Board for Children's Centers and Family Child Care Homes was scheduled and properly noticed for Tuesday February 18, 2025, at 8751 Ulmerton Road, Largo, FL, 33771, to begin at 6:30pm.

i. **Call to Order**

Mr. Mikurak called the meeting to order at 6:30 pm.

**Board members:**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Michael Mikurak	Board Chairperson	Present
Celeste Fernandez	Board Secretary	Absent
Dorothy Duvé	Board Member	Absent
Commissioner Nowicki	Pinellas County Commissioner	Present
Lynn Gibson	Board Member	Present
Jennifer Mekler	Board Member	Present
Dr. Susan Weber	Board Member	Absent
Brandy Downing	Ex-Officio Member	Present

**Attorney**

<b>Attendee Name</b>	<b>Status</b>
Colleen Flynn, Esq.	Present

**Advisory Committee Members:**

<b>Attendee Name</b>	<b>Status</b>
Chris Steurnagel	Present
Dan Berman	Absent
Elizabeth Krakowski	Present
Nancy McGreevy	Absent
Pamela Hinson	Absent
Rob Lovelace	Present
Shelia Haugabook	Absent

**Staff Members Present:**

<b>Attendee Name</b>	<b>Attendee Title</b>
Faith Bornoff	Executive Director
Tammy Sharpe	Centers Supervisor
Julie Oliver	Homes Supervisor
Thanh (Ivy) Huynh	Contract Administrator Supervisor
Berta Coutin	Accountant III
Chris Grybauskas	Licensing Specialist

**A. Announcements**

Mr. Mikurak introduced new PCLB Board member, Commissioner Vince Nowicki.

**II. Consent Agenda**

**A.** Mr. Mikurak called for a motion to accept the minutes from the Board Meeting held on Wednesday November 13, 2024.

There was no discussion on items from the consent agenda.

**Action:** Lynn Gibson made a motion to accept the minutes for the board meeting;  
Jennifer Meckler seconded the motion;  
The motion passed unanimously.

**III. Action Items**

**A.** Approve FY 23-24 Audit

The Audit was presented by Dana Powell, Law Redd CPA's and Advisors. The audit was positive with no issues or concerns.

**Action:** Lynn Gibson made a motion to approve the Audit.  
Commissioner Nowicki seconded the motion;  
The motion passed unanimously.

**B.** Approve Change to Licensing Regulations Governing Pinellas County Children's Centers to clarify and comply with state regulation

Changes to clarify the training requirements for centers was presented. A discussion clarifying that the regulations did not change, but rather that DCF changed a ten (10) hour course into two (2) five (5) hour classes prompted a change to the wording in the Regulations Governing Pinellas County. This change is not an increase or decrease to the regulations.

**Action:** Jennifer Meckler made a motion to accept the Change to Licensing Regulations Governing Pinellas County Children's Centers.  
Lynn Gibson seconded the motion;  
The motion passed unanimously.

**C.** Approve Licenses for 7 Children's Centers

**Action:** Lynn Gibson made a motion to accept change to the Licensing Regulations Governing Pinellas County.

Commissioner Nowicki seconded the motion;  
The motion passed unanimously.

**IV. Discussion items**

**A. Existing Fees and Potential New fee**

There was a discussion about current fees and if there was a need to adjust them, and potentially add a new fee for exempt program processing. PCLB Staff will look further into the impact of fee adjustments and bring the information to the next Board Meeting for consideration.

**B. House Bill 47**

There is currently no companion bill. Ms. Flynn pointed out a discrepancy in the bill directing the County Commission to vote annually to determine if they wish continue regulating child care at a local level. Since Pinellas County is under an ACT of Legislation and is not governed by the county commission, this would not apply to our county. There is concern by PCLB staff that there could be some confusion about Bill 47 as it relates to PCLB and it's origin.

**V. Executive Director's Report**

Pinellas County is submitting to DCF the annual intent to receive state funds through a contract and continue monitoring locally.

**VI. Informational Items**

**A. Annual Financial Report**

**B. Statistical Report Regarding Licensing Activities**

**C. Compliance Reports**

1. Children's Centers Fine Report
2. Family Child Care Homes Fine Report
3. 100% Compliant Inspections in Children's Centers
4. 100% Compliant Inspections in Family Child Care Homes
5. Closed Child Care Centers and Family Child Care Homes report

Countywide Child Care capacity for children for was discussed.

The details of a Class One violation were discussed.

**VII. Public Comment**

There was no public comment.

**VIII. Staff Anniversaries**

Ms. Bornoff announced the January, February, and March staff anniversaries.

**IX. Upcoming 2025 meetings**

- Wednesday June 11<sup>th</sup>, 2025, at 1:30pm
- Wednesday September 17<sup>th</sup>, 2025, at 6:30pm
- Wednesday December 3<sup>rd</sup>, 2025, at 1:30pm

**X. Adjournment**

Mr. Mikurak adjourned the meeting at 7:15pm.

Respectfully Submitted,

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Celeste M. Fernandez, Secretary

### **III. Action Items:**

#### **A. Appoint Nominating Committee to recommend New Board Chair**

The Bylaws provide:

##### **Article IV - Officers and Their Duties**

*The officers shall consist of an elected Chairman and an appointed Secretary.*

##### **Chairman:**

*At the next to the last meeting of the fiscal year, a nominating committee shall be formed consisting of two Board members and one Advisory Committee member nominated and elected by the Board and one staff member selected by the Executive Director. The nominating committee shall present a recommendation for Chairman to the Board at the last meeting or the first meeting of the subsequent fiscal year. The election of the Chairman shall occur at one of these meetings. The newly elected Chairman shall preside over the next meeting after his or her election. There is no limitation on the number of terms a Chairman may serve.*

##### **Duties of the Chairman:**

- *Meetings - Shall preside at all Board meetings.*
- *Executive Director Replacement - If the position becomes vacant shall appoint a search committee, to be chaired by the Pinellas County Health Department supervisor of the Executive Director. The committee will make a recommendation to the Board for the Executive Director position. The Board will vote on the recommendation, and if approved direct the Pinellas County Health Department to hire said individual. The Pinellas County Health Department will perform background screening according to its policy and inform Board if the candidate cannot be hired.*
- *Supervision and Evaluation of Executive Director – Shall work closely with the Pinellas County Health Department supervisor of the Executive Director, following the Pinellas County Health Department’s personnel policies and procedures. Either the Pinellas County Health Department supervisor for the position, or the Chairman acting as lead for the Board, can initiate any personnel action against the Executive Director so long as both work together in resolving any personnel action to be taken.*

##### **Secretary:**

*The Secretary shall be appointed by the Chairman.*

##### **Duties of the Secretary:**

*Shall sign all minutes upon approval and serve as Chairman in the absence of the Chairman.*

Thus, at this time, the Board should appoint a nominating committee in accordance with the bylaws to recommend a new Chairman to the Board at the September 17, 2025, Board meeting. Note this meeting will be publicly noticed and held in person.

**B. Board Sitting as Audit Selection Committee per F.S. 218.391 - Approval of Factors for Evaluation of Audit Services Request for Proposal (RFP) and Authorize Public Announcement for RFP for Audit of FY 2024-2025**

The Department of Health  
**Pinellas County Licensing Board**  
Statement of Work  
**Annual Financial Audit**

**Section 1: Purpose**

This statement of work (SOW) is for the Annual Financial Audit for the Pinellas County Licensing Board.

**Section 2: Term**

The term of this SOW shall begin on October 1, 2025, or on the date which the order is issued, whichever is later. It shall end June 30, 2026. The audit report must be completed by November 30, 2025, to meet deadlines. The State of Florida's performance and obligation to pay under this purchase order and any subsequent renewal is contingent upon annual appropriation by the Legislature and satisfactory performance of the Contractor.

**Section 3: Contractor Responsibilities**

The Pinellas County Licensing Board is required to undergo an audit every year as an Independent Special District. We are also required to have an audit conducted each year when we sign our DCF funding agreement. We will need the finance audit conducted for the fiscal year of October 1, 2024, through September 30, 2025. The audit must be completed within nine months of the end of the fiscal year for Special Districts. DCF requires that we submit our audit to them within 180 days of the end of the fiscal year or within 30 days of our receipt of the audit report, whichever occurs first. A meeting is scheduled for the Board of Directors in February of each year and the auditors usually attend that meeting and distribute their hard copy reports and give a verbal presentation. The PCLB is a Special District, but all of the financial dealings are conducted by the Health Department.

The Contractor must provide, at a minimum, the audit requirements as described in Attachment III.

**Section 4: Method of Payment**

A purchase order will be issued to the Contractor.

The Contractor shall submit an invoice that provides a detailed accounting of the deliverable(s) performed during the invoice period for which payment is being requested.

The Contractor is responsible for the performance of all tasks and deliverables contained in this SOW.

Board Sitting as Audit Selection Committee per F.S. 218.391 - Approval of Factors for Evaluation of Audit Services Request for Proposal (RFP) and Authorize Public Announcement for RFP for Audit of FY 2024-2025 (continued)

**ATTACHMENT III**

The administration of resources awarded by the Department of Children & Families to the provider may be subject to audits as described in this attachment.

**MONITORING**

In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, F.S., as revised, the department may monitor or conduct oversight reviews to evaluate compliance with contract, management and programmatic requirements. Such monitoring or other oversight procedures may include, but not be limited to, on-site visits by department staff, limited scope audits as defined by OMB Circular A-133, as revised, or other procedures. By entering into this agreement, the recipient agrees to comply and cooperate with any monitoring procedures deemed appropriate by the department. In the event the department determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the department regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the department's inspector general, the state's Chief Financial Officer or the Auditor General.

**AUDITS**

**PART I: FEDERAL REQUIREMENTS**

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in OMB Circular A-133, as revised.

In the event the recipient expends \$500,000 or more in Federal awards during its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. The recipient agrees to provide a copy of the single audit to the Department's Single Audit Unit and its contract manager. In the event the recipient expends less than \$500,000 in Federal awards during its fiscal year, the recipient agrees to provide certification to the Department's Single Audit Unit and its contract manager that a single audit was not required. In determining the Federal awards expended during its fiscal year, the recipient shall consider all sources of Federal awards, including Federal resources received from the Department of Children & Families, Federal government (direct), other state agencies, and other non-state entities. The determination of amounts of Federal awards expended should be in accordance with guidelines established by OMB Circular A-133, as revised. An audit of the recipient conducted by the Auditor General in accordance with the provisions of OMB Circular A-133, as revised, will meet the requirements of this part. In connection with the above audit requirements, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised.

The schedule of expenditures should disclose the expenditures by contract number for each contract with the department in effect during the audit period. The financial statements should disclose whether or not the matching requirement was met for each applicable contract. All questioned costs and liabilities due the department shall be fully disclosed in the audit report package with reference to the specific contract number.

**Single Audit Information for Recipients of Recovery Act Funds:**

(a) To maximize the transparency and accountability of funds authorized under the American Recovery and Reinvestment Act of 2009 (Pub. L. 111-5) (Recovery Act) as required by Congress and in accordance with 2 CFR 215.21 "Uniform Administrative Requirements for Grants and Agreements" and OMB Circular A-

**Board Sitting as Audit Selection Committee per F.S. 218.391 - Approval of Factors for Evaluation of Audit Services Request for Proposal (RFP) and Authorize Public Announcement for RFP for Audit of FY 2024-2025 (continued)**

**ATTACHMENT III**

The administration of resources awarded by the Department of Children & Families to the provider may be subject to audits as described in this attachment.

**MONITORING**

In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, F.S., as revised, the department may monitor or conduct oversight reviews to evaluate compliance with contract, management and programmatic requirements. Such monitoring or other oversight procedures may include, but not be limited to, on-site visits by department staff, limited scope audits as defined by OMB Circular A-133, as revised, or other procedures. By entering into this agreement, the recipient agrees to comply and cooperate with any monitoring procedures deemed appropriate by the department. In the event the department determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the department regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the department's inspector general, the state's Chief Financial Officer or the Auditor General.

**AUDITS**

**PART I: FEDERAL REQUIREMENTS**

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in OMB Circular A-133, as revised.

In the event the recipient expends \$500,000 or more in Federal awards during its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. The recipient agrees to provide a copy of the single audit to the Department's Single Audit Unit and its contract manager. In the event the recipient expends less than \$500,000 in Federal awards during its fiscal year, the recipient agrees to provide certification to the Department's Single Audit Unit and its contract manager that a single audit was not required. In determining the Federal awards expended during its fiscal year, the recipient shall consider all sources of Federal awards, including Federal resources received from the Department of Children & Families, Federal government (direct), other state agencies, and other non-state entities. The determination of amounts of Federal awards expended should be in accordance with guidelines established by OMB Circular A-133, as revised. An audit of the recipient conducted by the Auditor General in accordance with the provisions of OMB Circular A-133, as revised, will meet the requirements of this part. In connection with the above audit requirements, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised.

The schedule of expenditures should disclose the expenditures by contract number for each contract with the department in effect during the audit period. The financial statements should disclose whether or not the matching requirement was met for each applicable contract. All questioned costs and liabilities due the department shall be fully disclosed in the audit report package with reference to the specific contract number.

**Single Audit Information for Recipients of Recovery Act Funds:**

(a) To maximize the transparency and accountability of funds authorized under the American Recovery and Reinvestment Act of 2009 (Pub. L. 111-5) (Recovery Act) as required by Congress and in accordance with 2 CFR 215.21 "Uniform Administrative Requirements for Grants and Agreements" and OMB Circular A-

**Board Sitting as Audit Selection Committee per F.S. 218.391 - Approval of Factors for Evaluation of Audit Services Request for Proposal (RFP) and Authorize Public Announcement for RFP for Audit of FY 2024-2025 (continued)**

102 Common Rules provisions, recipients agree to maintain records that identify adequately the source and application of Recovery Act funds. OMB Circular A-102 is available at <http://www.whitehouse.gov/omb/circulars/a102/a102.html>.

(b) For recipients covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," recipients agree to separately identify the expenditures for Federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133. OMB Circular A-133 is available at <http://www.whitehouse.gov/omb/circulars/a133/a133.html>. This shall be accomplished by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and inclusion of the prefix "ARRA-" in identifying the name of the Federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC.

(c) Recipients agree to separately identify to each subrecipient, and document at the time of subaward and at the time of disbursement of funds, the Federal award number, CFDA number, and amount of Recovery Act funds. When a recipient awards Recovery Act funds for an existing program, the information furnished to subrecipients shall distinguish the subawards of incremental Recovery Act funds from regular subawards under the existing program.

(d) Recipients agree to require their subrecipients to include on their SEFA information to specifically identify Recovery Act funding similar to the requirements for the recipient SEFA described above. This information is needed to allow the recipient to properly monitor subrecipient expenditure of ARRA funds as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office.

## **PART II: STATE REQUIREMENTS**

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2), Florida Statutes.

In the event the recipient expends \$500,000 or more in state financial assistance during its fiscal year, the recipient must have a State single or project-specific audit conducted in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. The recipient agrees to provide a copy of the single audit to the Department's Single Audit Unit and its contract manager. In the event the recipient expends less than \$500,000 in State financial assistance during its fiscal year, the recipient agrees to provide certification to the Department's Single Audit Unit and its contract manager that a single audit was not required. In determining the state financial assistance expended during its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Children & Families, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

In connection with the audit requirements addressed in the preceding paragraph, the recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 or 10.650, Rules of the Auditor General.

The schedule of expenditures should disclose the expenditures by contract number for each contract with the department in effect during the audit period. The financial statements should disclose whether or not the matching requirement was met for each applicable contract. All questioned costs and liabilities due the department shall be fully disclosed in the audit report package with reference to the specific contract number.

**Board Sitting as Audit Selection Committee per F.S. 218.391 - Approval of Factors for Evaluation of Audit Services Request for Proposal (RFP) and Authorize Public Announcement for RFP for Audit of FY 2024-2025 (continued)**

**PART III: REPORT SUBMISSION**

Any reports, management letters, or other information required to be submitted to the department pursuant to this agreement shall be submitted within 180 days after the end of the provider's fiscal year or within 30 days of the recipient's receipt of the audit report, whichever occurs first, directly to each of the following unless otherwise required by Florida Statutes:

- A. Contract manager for this contract (1 copy)
- B. Department of Children & Families ( 1 electronic copy and management letter, if issued )

Office of the Inspector General  
Single Audit Unit  
Building 5, Room 237  
1317 Winewood Boulevard  
Tallahassee, FL 32399-0700

Email address: [single\\_audit@dcf.state.fl.us](mailto:single_audit@dcf.state.fl.us)

- C. Reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by Part I of this agreement shall be submitted, when required by Section .320(d), OMB Circular A-133, as revised, by or on behalf of the recipient directly to the Federal Audit Clearinghouse using the Federal Audit Clearinghouse's Internet Data Entry System at:  
<http://harvester.census.gov/fac/collect/ddeindex.html>  
and other Federal agencies and pass-through entities in accordance with Sections .320(e) and (f), OMB Circular A-133, as revised.
- D. Copies of reporting packages required by Part II of this agreement shall be submitted by or on behalf of the recipient directly to the following address:

Auditor General  
Local Government Audits/342  
Claude Pepper Building, Room 401  
111 West Madison Street  
Tallahassee, Florida 32399-1450

Email address: [faudgen\\_localgovt@aud.state.fl.us](mailto:faudgen_localgovt@aud.state.fl.us)

Providers, when submitting audit report packages to the department for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit or for-profit organizations), Rules of the Auditor General, should include, when available, correspondence from the auditor indicating the date the audit report package was delivered to them. When such correspondence is not available, the date that the audit report package was delivered by the auditor to the provider must be indicated in correspondence submitted to the department in accordance with Chapter 10.558(3) or Chapter 10.657(2), Rules of the Auditor General.

**PART IV: RECORD RETENTION**

The recipient shall retain sufficient records demonstrating its compliance with the terms of this agreement for a period of six years from the date the audit report is issued and shall allow the department or its designee, Chief Financial Officer or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the department or its designee, Chief Financial Officer or Auditor General upon request for a period of three years from the date the audit report is issued, unless extended in writing by the department.

**IV. Approval of 18<sup>th</sup> Amendment to the Interlocal Agreement  
EIGHTEENTH AMENDMENT TO INTERLOCAL AGREEMENT**

This Amendment is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between THE FLORIDA DEPARTMENT of HEALTH, providing services in Pinellas County, a political subdivision of the State of Florida, hereinafter referred to as “DOH Pinellas” and the PINELLAS COUNTY LICENSE BOARD FOR CHILDREN’S CENTERS AND FAMILY DAY CARE HOMES, an independent special district, hereinafter referred to as the “BOARD.” WITNESSETH:

WHEREAS the DOH Pinellas and the BOARD entered into an agreement August 22, 2007, pursuant to Florida Statutes, section 163.01, for the provision of administrative support by DOH Pinellas to the BOARD in furtherance of the BOARD’S responsibility for licensing, regulating, and monitoring child care in Pinellas County. The term of the original agreement was October 1, 2007, through September 30, 2008.

WHEREAS subsequent Amendments to the Interlocal Agreement were entered into between DOH Pinellas and the BOARD which extended the agreement through September 30, 2025;

WHEREAS Section 8 of the Agreement permits modification by mutual written agreement by the parties; and NOW THEREFORE, the parties agree that the Agreement is amended as follows:

1. The agreement shall be extended through September 30, 2026.
2. The BOARD is authorized to negotiate a new or amended Interlocal agreement due to the COUNTY’S withholding consent in October 2008 for the County Attorney to represent the BOARD and the BOARD’S resulting and continuing obligation to retain its own counsel at its own expense.
3. Except as changed or modified herein, all provisions and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties herein have executed this EIGHTEENTH Amendment to the INTERLOCAL AGREEMENT this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by:

Pinellas County License Board

Florida Department of Health

\_\_\_\_\_  
Celeste Fernandez  
PCLB Secretary

\_\_\_\_\_  
Ulyee Choe, DO  
Pinellas County Health Department Director

Dated: \_\_\_\_\_  
Approved as to form:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Colleen M. Flynn, Esq.  
Counsel for the PCLB

**C. Approval of Budget Amendment for FY 24-25**

PINELLAS COUNTY LICENSE BOARD  
 REVENUE & EXPENSE BUDGET REPORT  
 10/01/24 - 09/30/25 (FY2425)  
 ALL FUND SUMMARY

ACCOUNT	ANNUAL BUDGET	JVB-Approved 05/21/2025 Amendment	Amended BUDGET	3 Pqg periods			3 Pqg periods			SEPTEMBER ACCRUAL	ALL FUNDS			PROJECTED			Lapse Factor as of 9/30/24					
				OCTOBER ACTUAL	NOVEMBER ACTUAL	DECEMBER ACTUAL	JANUARY ACTUAL	FEBRUARY ACTUAL	MARCH ACTUAL		APRIL ACTUAL	MAY ACTUAL	JUNE ACTUAL	JULY ACTUAL	AUGUST ACTUAL	SEPTEMBER ACTUAL		SPENT 9/30/2025	AVAILABLE BALANCE	% SPENT	and SPENT BALANCE	
<b>TOTAL SALARY AND BENEFITS</b>	1,211,945	(5,316)	1,206,629	93,462.62	32,011.35	109,406.65	96,498.61	92,760.76	87,920.71	134,887.09	56,921.24	56,921.24	56,932.66	56,932.66	85,640.85	8,564.09	968,860.52	237,768.17	80.29%	968,860.52	237,768.17	
TELEPHONE	5,754	0	5,754	10.00	741.56	32.08	782.04	22.16	719.99	394.59	0.00	0.00	0.00	0.00	0.00	0.00	2,702.42	3,051.58	46.97%	2,702.42	3,051.58	
CELLULAR PHONES	7,560	0	7,560	91.29	636.37	636.37	818.96	636.37	590.72	636.37	0.00	0.00	0.00	0.00	0.00	0.00	4,046.45	3,513.55	53.52%	4,046.45	3,513.55	
AIR CARDS	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	
POSTAGE	1,040	0	1,040	0.00	0.26	582.13	542.20	209.98	0.00	77.05	0.00	0.00	0.00	0.00	0.00	0.00	1,411.62	(371.62)	135.73%	1,411.62	(371.62)	
PRINTING	2,000	0	2,000	0.00	0.00	0.00	578.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	578.17	1,421.83	28.91%	578.17	1,421.83	
TRAVEL	15,082	0	15,082	75.65	499.95	961.40	1,200.13	1,152.72	1,075.98	1,235.51	0.00	0.00	0.00	0.00	0.00	0.00	6,201.34	8,880.66	41.12%	6,201.34	8,880.66	
EDUCATIONAL MATERIALS	200	0	200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00%	0.00	200.00	
OFFICE SUPPLIES	6,912	6,226	13,138	0.00	386.48	2,068.90	241.39	0.00	0.00	1,572.81	0.00	0.00	0.00	0.00	0.00	0.00	4,269.58	8,868.42	32.50%	4,269.58	8,868.42	
INFO. TECHNOLOGY	300	0	300	0.00	50.00	184.84	100.00	25.00	35.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	419.84	(119.84)	139.95%	419.84	(119.84)	
RENT-EQUIPMENT (COPIER)	1,680	0	1,680	123.75	91.41	90.19	715.73	105.41	0.00	90.96	0.00	0.00	0.00	0.00	0.00	0.00	1,223.45	456.55	72.82%	1,223.45	456.55	
SUBSCRIPTIONS/DUES	175	0	175	175.00	0.00	0.00	0.00	0.00	0.00	69.51	0.00	0.00	0.00	0.00	0.00	0.00	244.51	(69.51)	139.72%	244.51	(69.51)	
EQUIPMENT - COMPUTERS	0	0	0	0.00	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	(10.00)	#DIV/0!	10.00	(10.00)	
CONTRACTUAL- Audit	24,000	0	24,000	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	4,000.00	83.33%	20,000.00	4,000.00	
CONTRACTUAL- Legal Fees	20,000	0	20,000	0.00	1,182.50	1,677.50	5,335.00	1,210.00	0.00	14,465.00	0.00	0.00	0.00	0.00	0.00	0.00	23,870.00	(3,870.00)	119.35%	23,870.00	(3,870.00)	
CONTRACTUAL- Advertising	800	0	800	165.24	0.00	0.00	0.00	167.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	332.99	467.01	41.62%	332.99	467.01	
CONTRACTUAL-Janitorial	12,039	0	12,039	862.04	1,149.38	0.00	1,149.38	1,149.39	1,149.39	2,394.93	0.00	0.00	0.00	0.00	0.00	0.00	7,854.51	4,184.49	65.24%	7,854.51	4,184.49	
UTILITIES	15,231	0	15,231	1,056.72	1,037.10	1,060.00	1,422.39	1,355.35	1,115.85	1,512.28	0.00	0.00	0.00	0.00	0.00	0.00	8,559.69	6,671.31	56.20%	8,559.69	6,671.31	
FINGERPRINT	76	0	76	0.00	37.25	0.00	0.00	0.00	0.00	38.00	0.00	0.00	0.00	0.00	0.00	0.00	73.25	2.75	96.38%	73.25	2.75	
HR ASSESSMENT FEE	3,367	0	3,367	0.00	992.10	0.00	(583.60)	992.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,400.60	1,966.40	41.60%	1,400.60	1,966.40	
Misc/Conference	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	14.61	0.00	0.00	10.00	0.00	0.00	0.00	24.61	(24.61)	#DIV/0!	24.61	(24.61)	
<b>TOTAL OPERATING</b>	116,216	6,226	122,442	2,565.69	6,804.36	7,293.41	12,311.79	27,026.23	4,686.93	22,524.62	0.00	0.00	10.00	0.00	0.00	0.00	83,223.03	39,218.97	67.97%	83,223.03	39,218.97	
ADMIN. COST/FDOH In-Kind	245,785	(910)	244,875	18,171.92	4,851.07	23,285.81	19,454.08	18,880.31	17,387.56	26,416.40	7,684.37	7,684.37	7,685.91	7,685.91	11,561.52	1,156.15	171,885.38	72,989.62	70.19%	171,885.38	72,989.62	
ADMIN. COST JVB 17%	123,858	(910)	122,948	10,334.18	4,912.39	10,103.21	9,977.99	9,411.72	9,428.25	14,724.16	9,676.61	9,676.61	9,678.95	9,678.95	14,558.95	1,455.89	123,617.08	(669.46)	100.54%	123,617.08	(669.46)	
<b>TOTAL ADMIN. COST 30.50%</b>	369,643	(1,820)	367,823	28,506.10	9,763.46	33,389.03	29,432.08	28,292.03	26,815.82	41,140.56	17,360.98	17,360.98	17,364.46	17,364.46	26,120.46	2,612.05	295,502.46	72,320.16	80.34%	295,502.46	72,320.16	
<b>ALL FUND TOTAL EXPENSES</b>	1,697,803	(910)	1,696,893	124,534.41	48,579.17	150,069.09	138,242.47	148,079.02	119,423.46	198,552.27	74,282.22	74,282.22	74,307.12	74,297.12	111,761.31	11,176.13	1,347,586.01	349,307.30	79.41%	1,347,586.01	349,307.30	
<b>REVENUE SOURCES ( projected Received)</b>																						
JVB	874,464	0	874,464	71,199.11	36,932.20	73,584.23	70,414.70	66,206.25	66,279.92	102,450.24	66,597.85	66,597.85	66,611.21	66,611.21	100,199.80	10,019.98	863,704.56	10,759.31	98.77%	863,704.56	10,759.31	
DCF	367,731	0	367,731	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	0.00	367,731.00	(0.33)	100.00%	367,731.00	(0.33)	
FDOH	129,619	0	129,619	11,281.15	3,108.29	11,551.93	10,391.81	10,391.78	10,391.81	15,587.67	0.00	0.00	0.00	0.00	0.00	0.00	72,704.34	56,914.63	56.09%	72,704.34	56,914.63	
FDOH In-Kind	245,785	0	245,785	18,171.92	4,851.07	23,285.81	19,454.08	18,880.31	17,387.56	26,416.40	7,684.37	7,684.37	7,685.91	7,685.91	11,561.52	1,156.15	171,885.38	73,899.62	69.93%	171,885.38	73,899.62	
LB FEES & FINES	80,205	0	80,205	12,407.00	10,643.80	10,728.00	12,429.00	10,975.00	14,949.00	12,674.00	10,042.00	13,004.00	7,463.00	13,031.00	7,982.00	0.00	136,327.80	(56,123.00)	169.97%	136,327.80	(56,123.00)	
FUND BALANCE	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	
<b>ALL FUND TOTAL REVENUE</b>	1,697,803	0	1,697,803	143,703.43	86,179.61	149,774.13	143,333.85	137,097.59	139,652.55	187,772.56	114,968.47	117,930.47	112,404.37	117,972.37	150,387.56	11,176.13	1,612,353.08	85,450.23	94.97%	1,612,353.08	85,450.23	

**Pinellas County Health Department  
Pinellas County Licensing Board  
October 1, 2025- September 30, 2026**

**D. Approve FY 25-  
26 Proposed  
Budget**

Expenditure Line Item and Explanation			JWB	DCF	DOH-Pin	DOH-In Kind	Fines & Fees	Fund Bal.	Revised Total	% Budget		
<b>a. Personnel Salaries</b>												
<b>Classification</b>		<b>Budget</b>										
Accountant III	Berta, Coutin	0.25	045669				\$12,116		\$12,116			
Administrative Secretary	Rajiv Rambaran	1.00	041839	\$37,260					\$37,260	1121		
Environmental Health Specialist	Grybauskas, Christine	1.00	003883			\$40,736			\$40,736			
Environmental Specialist I	Blakely, Cynthia	1.00	003886			\$42,178			\$42,178			
Environmental Health Specialist	Elder, Mary Jane	1.00	003885	\$41,119					\$41,119	1123		
Environmental Health Specialist	Villarreal, Maria	1.00	003882	\$40,518					\$40,518	1143		
Environmental Health Specialist	Williams, Hope	1.00	031045	\$43,900					\$43,900	1144		
Environmental Health Specialist	Velardi, Katherine	1.00	003887	\$40,015					\$40,015	1129		
Environmental Health Specialist	Nevins, Deija	1.00	031035		\$40,015				\$40,015			
Environmental Health Specialist	Merino, Kathleen	1.00	041089		\$40,015				\$40,015			
Environmental Health Specialist	VACANT	1.00	003884		\$40,015				\$40,015			
Environmental Health Specialist	Bishop, Ilise	1.00	029187		\$40,015				\$40,015			
Environmental Health Specialist	Vazquez, Maranielly	1.00	029177	\$40,015					\$40,015	2480		
Environmental Supervisor I	Oliver, Julie	1.00	054610	\$54,800					\$54,800	1141		
Environmental Supervisor II	Sharper, Tammy	1.00	029090	\$51,698					\$51,698	1130		
Public Health Services Manager	Bornoff, Faith	1.00	003031	\$74,446					\$74,446	1117		
Senior Clerk	Boardman, Paula	1.00	030724	\$33,890					\$33,890	1135		
Senior Clerk	Aracelis Serrano	1.00	041833				\$33,890		\$33,890			
		0.00	952554						\$0			
		0.00	952446						\$0			
									\$0			
<b>a. Total Personnel</b>		<b>17.25</b>		<b>\$457,660</b>	<b>\$160,062</b>	<b>\$82,914</b>	<b>\$0</b>	<b>\$ 46,006</b>	<b>\$0</b>	<b>\$746,643</b>	<b>0.42</b>	
<b>b. Fringe Benefits</b>												
Insurance coverage vary by employee and classification. Actual health, life, & disability costs are shown for each position. FICA is calculated at 7.65% and retirement at 14.03%.												
FICA		7.65%		\$35,011	\$12,245	\$6,343	\$0	\$3,519	\$0	\$57,118		
RETIREMENT		14.03%		\$64,210	\$22,457	\$11,633	\$0	\$6,455	\$0	\$104,754		
INSURANCE (HEALTH, LIFE, DISABILITY) 24 pay periods		VAR		\$204,766	\$76,341	\$32,233		\$25,990	\$0	\$339,330		
<b>b. Total Fringe Benefits</b>				<b>\$303,987</b>	<b>\$111,042</b>	<b>\$50,209</b>	<b>\$0</b>	<b>\$35,964</b>	<b>\$0</b>	<b>\$501,202</b>	<b>28.17%</b>	
				<b>Total Salary &amp; Fringe</b>	<b>\$761,647</b>	<b>\$271,104</b>	<b>\$133,123</b>	<b>\$0</b>	<b>\$81,970</b>	<b>\$0</b>	<b>\$1,247,845</b>	<b>70.14%</b>
<b>c. Direct Costs</b>	<b>Notes</b>	<b>Obj. Code</b>										

CONTRACTUAL- AUDIT		131100			\$21,000				\$21,000		
CONTRACTUAL- LEGAL FEES		131100			\$35,000		\$5,000		\$40,000		
JANITORIAL		132100	****		\$15,700				\$15,700		
LEGAL ADVERTISING		133500					\$1,000		\$1,000		
NFO. TECH Records Mgmt		134216					\$300		\$300		
FINGER-PRINT EXPENSE		290000			\$114				\$114		
									\$0		
POSTAGE & FREIGHT	Postage 21000 & Freight 21001	210000					\$2,184		\$2,184		
TELEPHONE		221000	****	\$3,311					\$3,311		
CELLULAR PHONES		221100					\$5,787		\$5,787		
PRINTING		230000					\$1,000		\$1,000		
TRAVEL	mileage, parking & meals	261300					\$15,000		\$15,000		
CONFERENCES/TRAINING	reg fees only	461601		\$715			\$1,710		\$2,425		
UTILITIES	Water 273000 Elec 271000 Garbage 274000		****		\$19,271				\$19,271		
									\$0		
OFFICE SUPPLIES	Aud Vis 341029 & Inf Tech 341023	341018		\$1,179	\$2,923		\$20,400		\$24,502		
EDUCATIONAL MATERIALS		341039		\$200					\$200		
									\$0		
SUBSCRIPTIONS/DUES	DEO	492000		\$175					\$175		
									\$0		
RENT- EQUIPMENT	Copier	442000			\$1,680				\$1,680		
HR ASSESSMENT FEE	Per FTE		****	\$3,991.00	\$939		\$704		\$5,634		
<b>c. Total Direct Cost</b>				\$9,571	\$96,627	\$0	\$53,085	\$0	\$159,283	8.95%	
<b>d. Indirect Cost</b>											
Indirect cost will offset purchasing, finance, information											
<b>Indirect Cost (For JWB is 17% of Salaries and Fringe Benefits)</b>				\$129,480					\$129,480		
<b>Indirect Cost - In Kind</b>						\$242,378			\$242,378		
<b>d. Total Indirect Cost - 29.80%</b>				\$129,480	\$0	\$0	\$242,378	\$0	\$371,858	20.90%	
<b>Proposed Expenditure Budget</b>				\$900,698	\$367,731	\$133,123	\$242,378	\$135,055	\$0	\$1,778,985	100.00%
<b>Revenue Budget</b>				\$900,698	\$367,731	\$133,123		\$135,055	\$0	\$1,536,607	

Notes:

	Pgm %				
\$0	\$0	\$0	\$0	\$0	\$0
51%	21%	7%	14%	8%	0%
\$	0.03				

**CHANGE IN TOTALS**

0

**FICA**

FICA is 7.65% of salaries.

**Retirement**

Retirement is 14.03% of salaries

**Life and Health Insurance**

Health Insurance varies by employee and classification. Projected health, life and disability costs are calculated by position for each employee. The Department of Management Services negotiates the health and life insurance for all employees of the state of Florida.

**Workers Compensation**

DOH is not self-insured. The Department of Management Services negotiates the contract for the entire state of Florida and pays all expenses.

## F. Increases/Additions to Regulations

PCLB has the ability to increase regulations above the state guidelines provided that PCLB follows the requirements set forth in the regulations. Specifically, the Regulations state as follows:

### **RULES AND REGULATIONS**

- Ch 61 S.5.* The License Board shall have the power and duty to promulgate and adopt rules and regulations for the purposes of administering and enforcing minimum standards prescribed in this act. In the event the License Board determines it reasonable to decrease the requirements of any particular standard, it may do so by the action of the Board only. In the event the License Board determines that there is a reasonable necessity to supplement or increase any particular standard, it may do so according to the following procedure:
- Ch 61 S.5.(1)* (1) There shall be a finding of necessity, not merely desirability.
- Ch 61 S.5.(2)* (2) There must be a notice of the finding, the old standard, the proposed new standard, the reason for the change, and a hearing date mailed to all licensees.
- Ch 61 S.5.(3)* (3) There must be a hearing at which all affected persons are given an opportunity to present their views.
- Ch 61 S.5.(4)* (4) The proposed new standard may not be considered again by the Board until a meeting at least ninety (90) days after the hearing, at which time, if approved by five-sevenths (5/7) of the membership of the Board, it shall be adopted.
- Ch 61 S.5.(5)* (5) Any new standard must provide that it shall not become effective for a particular period of time specified in it, which is reasonable considering the particular standard involved.
- Ch 61 S.5.(6)* (6) No rule or regulation shall require medical examination or immunization for admission to a children's center of a child whose parent or guardian files a letter with the operator stating that such medical examination and/or immunization is contrary to his or her religious beliefs, or provide for the exclusion of a child from the center because of parent or guardian having filed such a letter; provided however, that whenever there is good cause to believe that a child is suffering from a recognized contagious or infectious disease, the child may be temporarily excluded from the center until the operator is satisfied that any contagious or infectious disease does not exist.
- Ch 61 S.5.(7)* (7) After the meeting approving the standard, within thirty (30) days, notice of the new standard and the effective date of it shall be mailed to all members.

Thus, following the process, the Board first must find there is a finding of necessity, not that it merely prefers to increase a standard or impose a new standard. Second and assuming the board finds necessity, then all providers will receive via mail, a notice of the finding of necessity, the old standard, the proposed new standard and the reason for the change and a hearing date so that providers may be given an opportunity to express their views. Thereafter the proposed new standard may not be considered by the Board until a meeting at least ninety days after the hearing at which time, if approved by 5/7 of the Board it can be adopted. There must be an effective date of the new standard. Within thirty days of approval by the Board, it will be mailed to the providers.

The same procedure is in place for homes and centers.

At this time, because of the increased costs faced by licensing, staff believes it is necessary to increase fees and implement certain additional fees. PCLB last increased fees November 1, 2021. Prior to that time, it had been 14 years since an increase in fees occurred. Costs over this time span have increased in salaries, mileage reimbursements, increases in insurance, audit fees, and all other associated fees.

Should the Board find necessity for each increase/addition the proposed schedule would be as follows:

#### **June 11, 2025: Finding of Necessity by Board**

Thereafter Notice of Finding, old and proposed standards and reason for change and hearing date mailed to licenses

**TBD:** Hearing on Increases/Additions. There must be 90 days between the hearing and the

December 3, 2025, final consideration. Thus, the hearing could occur no later than September 3. The Board currently has a quarterly meeting scheduled for September 17, 2025. The Board could either (1) keep the regularly scheduled quarterly meeting and hold a hearing at date prior to September 3, 2025, or (2) move the September 17, 2025 quarterly meeting to a date September 3, 2025 or prior and hold the hearing on the increases and the quarterly meeting on the same date.

**December 3, 2025**, Consideration by Board for passage of increases/additions and implementation date. Requires 5/7 vote of Board.

Immediately Thereafter (no later than 30 days) mail notice of new standard and effective date to all licensees

**Implementation Date: January 15, 2026.**

Action Items F.1 to F.74 apply to Centers and Action Items F.58 to F.612 apply to Homes.

**ACTION ITEM F.1:**

To increase Fee for Children’s Center Application and Change Fees to Applications:

**Current Regulation:**

X. APPLICATION, FEES, LICENSE

B. Fees

1. The License Board is authorized to charge an application fee not in excess of twenty-five dollars (\$25.00) for each children's center for which a license is sought. All children’s center application fees are set at \$25.00.

**Proposed Regulation:**

X. APPLICATION, FEES, LICENSE

B. Fees

1. The License Board is authorized to charge an application fee not in excess of **thirty-five dollars (\$35.00)** for each children's center for which a license is sought. All children’s center application fees, **including application for license change**, are set at **\$35.00**.

**Implementation Date:** January 15, 2026.

**FINDING OF NECESSITY:** PCLB finds it necessary, not merely desirable, to increase the cost of licensing a children’s center. There has not been an increase to the cost of licensing a children’s center since 2021 and over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section X.B. Application for license; fees and 402.315 (4) F.S.

**ACTION ITEM F.2:**

To increase Fee for Children’s Center License:

**Current Regulation:**

X. APPLICATION, FEES, LICENSE

B. Fees

3. In addition to the application fee, each children’s center will be charged a license fee of \$100.00 plus \$1.00 per child based upon the license capacity of the children’s center.

**Proposed Regulation:**

X. APPLICATION, FEES, LICENSE

B. Fees

3. In addition to the application fee, each children’s center will be charged a license fee of \$110.00 plus \$1.00 per child based upon the license capacity of the children’s center.

**Implementation Date:** January 15, 2026.

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the cost of licensing a children’s center. There has not been an increase to the cost of licensing a children’s center since 2021 and over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section X.B. Application for license; fees and 402.315 (4) F.S.

For example, currently in Pinellas County it costs \$200 to license a center with a capacity of 100 children. If the increase passes it will cost \$210 to license a center with a capacity of 100 children.

**ACTION ITEM F.3:**

To increase Fee for Preliminary Site Inspection:

**Current Regulation:**

X. APPLICATION, FEES, LICENSE

B. Fees

2. Each preliminary site inspection (non-mandatory) will cost \$50.00.

**Proposed Regulation:**

X. APPLICATION, FEES, LICENSE

B. Fees

2. Each preliminary site inspection (non-mandatory) will cost **\$55.00**.

**Implementation Date:** January 15, 2026.

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the cost of licensing a children’s center. There has not been an increase to the cost of licensing a children’s center since 2021 and over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section X.B. Application for license; fees and 402.315 (4) F.S.

**ACTION ITEM F. 4**

To increase fee for filing a petition for a variance or waiver for Children’s Centers

**Current Regulation:**

**X. APPLICATION, FEES, LICENSE**

**B. Fees**

4. *The cost for filing each petition for a variance or waiver is \$100.00*

**Proposed Regulation:**

**X. APPLICATION, FEES, LICENSE**

**B. Fees**

4. *The cost for filing each petition for a variance or waiver **from a Pinellas County regulation is \$110.00 and the cost for filing each petition for a variance or waiver from a state regulation is \$125.00.***

**Implementation Date: January 15, 2026.**

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the fee for the filing of each petition for a variance or waiver. When a provider files a petition for a variance/waiver from either a Pinellas or a state regulation staff must spend time analyzing the request and gathering information necessary from the provider. Thereafter legal counsel is consulted and an Order on the petition is drafted and entered. In addition, when a provider seeks a variance/waiver of a state regulation PCLB is required to publish it in the Florida Administrative Register and PCLB is also required to publish the disposition in the Florida Administrative Register. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section X.B. Application for license; fees

**ACTION ITEM F5:**

To add a new regulation requiring an exempt Children’s Center to pay a fee for verification of exempt status

**Current Regulation:**

*None- the current regulations do not provide for a fee to be paid for verification of exempt status*

**Proposed Regulation:**

X. APPLICATION, FEES, LICENSE

B. Fees

**6. A fee of \$50.00 will be charged for verification of an exempt children’s center.**

*\*This will alter numbering of remaining sections if passed.*

**Implementation Date:** January 15, 2026.

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to charge a fee to verify exemption status of a children’s center requesting exempt status. There has never been a fee charged for this and staff spends significant time verifying the exempt status using the factors set by law to determine if a center can meet the legal requirements to be exempt from licensure. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section X.B. Application for license; fees

**ACTION ITEM F.6:**

To add a new regulation requiring a fee for reinspection

**Current Regulation:**

*None- the current regulations do not provide for a fee to be paid for any required reinspection.*

**Proposed Regulation:**

*X. APPLICATION, FEES, LICENSE*

*B. Fees*

**7. A fee of \$25 for the second reinspection and \$50 for any additional reinspection necessary thereafter will be charged after a children's center has received a violation of a regulation. There is no fee for the first reinspection.**

***\*This will alter numbering of remaining sections if passed.***

**Implementation Date: January 15, 2026.**

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to charge a fee for reinspection. After a children's center has been found in violation of a regulation, licensing staff are required to reinspect to be certain the children's center has remedied the non-compliance. Certain times centers do not remedy the non-compliance, and staff are required to reinspect multiple times. A reinspection fee (other local licensing agencies charge this type of fee) is necessary as staff spends significant time reinspecting after non-compliance has been found. The center will not be charged for the first reinspection. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section X.B. Application for license; fees

**ACTION ITEM F.7:**

To add a new regulation providing for an annual increase of 3% for all fees for Child Care Centers

**Current Regulation:**

*None- the current regulations do not provide for automatic increases to fees.*

**Proposed Regulation:**

X. APPLICATION, FEES, LICENSE

B. Fees

**8. As of January 1, 2027, and January 1 of each year thereafter, all fees in these regulations will automatically increase by 3%.**

*\*This will alter numbering of remaining sections if passed.*

Implementation Date: *January 15, 2026.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to include an automatic increase in the amount of fees. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses the automatic nature of the increase will streamline the process for operational efficiency.*

Reference: Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section X.B.  
Application for license; fees

**ACTION ITEM F.8:**

To increase fee for Family Child Care Home and Large Family Child Care Home Application including changes to application.

**Current Regulation:**

*IX. APPLICATION, FEES, LICENSE*

*B. Fees*

*1. The License Board is authorized to charge an application fee not in excess of twenty-five dollars (\$25.00) for each family child care home for which a license is sought. All family child care home application fees are set at \$25.00*

**Proposed Regulation:**

*IX. APPLICATION, FEES, LICENSE*

*B. Fees*

*1. The License Board is authorized to charge an application fee not in excess of **thirty-five dollars (\$35.00)** for each family child care home **and large family child care home** for which a license is sought. All family child care home **and large family child care home** application fees, **including application for license change** are set at **\$35.00***

**Implementation Date:** *January 15, 2026.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the cost of licensing a child care home. There has not been an increase to the cost of licensing a child care home since 2021 and over the past several, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section IX.B. Application for license; fees and 402.315 (4) F.S.

## **ACTION ITEM F.9**

To increase fee for filing a petition for a variance or waiver for Family Child Care Homes and Large Family Child Care Homes

### **Current Regulation:**

*IX. APPLICATION, FEES, LICENSE*

*B. Fees*

5. *The cost for filing each petition for a variance or waiver is \$100.00*

### **Proposed Regulation:**

*IX. APPLICATION, FEES, LICENSE*

*B. Fees*

5. ***The cost for filing each petition for a variance or waiver from a Pinellas County regulation is \$110.00 and the cost for filing each petition for a variance or waiver from a state regulation is \$125.00 for both Family Child Care Homes and Large Family Child Care Homes.***

**Implementation Date:** *January 15, 2026.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the fee for the filing of each petition for a variance or waiver. When a provider files a petition for a variance/waiver from either a Pinellas or a state regulation staff must spend time analyzing the request and gathering information necessary from the provider. Thereafter legal counsel is consulted and an Order on the petition is drafted and entered. In addition, when a provider seeks a variance/waiver of a state regulation PCLB is required to publish it in the Florida Administrative Register and PCLB is also required to publish the disposition in the Florida Administrative Register. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section IX.B. Application for license; fees

**ACTION ITEM F.10**

To increase fee for adding overnight care for Family Child Care Home an Large Family Child Care Home

**Current Regulation:**

*IX. APPLICATION, FEES, LICENSE*

*B. Fees*

*7. Each family child care home will be charged \$25.00 to add overnight care to the license at any time other than at issuance of an initial license or at the time of renewal.*

**Proposed Regulation:**

*IX. APPLICATION, FEES, LICENSE*

*B. Fees*

*7. Each family child care home **and large family child care home** will be charged **\$35.00** to add overnight care to the license at any time other than at issuance of an initial license or at the time of renewal.*

**Implementation Date:** *January 15, 2026.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to increase the fee for adding overnight care to the license at any time other than at issuance or renewal due to the increased staff resources involved to add this to the license. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section IX.B. Application for license; fees

**ACTION ITEM F.11:**

To add a new regulation requiring a fee for reinspection for Family Child Care Homes and Large Family Child Care Homes

**Current Regulation:**

*None- the current regulations do not provide for a fee to be paid for any required reinspection.*

**Proposed Regulation:**

*IX. APPLICATION, FEES, LICENSE*

*B. Fees*

**8. A fee of \$25 for the second reinspection and \$50 for any additional reinspection necessary thereafter will be charged after a children's center has received a violation of a regulation. There is no fee for the first reinspection.**

*\*This will alter numbering of remaining sections if passed.*

**Implementation Date:** *January 15, 2026.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to charge a fee for reinspection. After a children's center has been found in violation of a regulation, licensing staff are required to reinspect to be certain the children's center has remedied the non-compliance. Certain times centers do not remedy the non-compliance and staff are required to reinspect multiple times. A reinspection fee (other local licensing agencies charge this type of fee) is necessary as staff spends significant time reinspecting after non-compliance has been found. The center will not be charged for the first reinspection. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section IX.B. Application for license; fees

**ACTION ITEM F.12:**

To add a new regulation providing for an annual increase of 3% for all fees for Family Child Care Homes and Large Family Child Care Homes

**Current Regulation:**

*None- the current regulations do not provide for automatic increases to fees.*

**Proposed Regulation:**

*IX. APPLICATION, FEES, LICENSE*

*B. Fees*

**9. As of January 1, 2027 and January 1 of each year thereafter, all fees in these regulations will automatically increase by 3%.**

*\*This will alter numbering of remaining sections if passed.*

**Implementation Date:** *January 15, 2026.*

**FINDING OF NECESSITY:** *PCLB finds it necessary, not merely desirable, to include an automatic increase in the amount of fees. Over the past several years, costs have gone up dramatically such as salary increases, mileage reimbursement, insurance, materials, audit costs etc. The current cost to operate licensing is outpacing any increases in funding from other funders. The increased fee will help offset the increased costs of operating expenses the automatic nature of the increase will streamline the process for operational efficiency.*

**Reference:** Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section IX.B. Application for license; fees

**G. Increase Fee for Trainings**

PCLB offers various trainings to providers in accordance with state and local regulations. The fees charged for trainings are not set by the regulations and are instead set from time to time by the Board and thus, the increases to fees for trainings are not governed by the same procedural requirements. At this time, staff recommends increasing the fees for offered trainings to be effective **October 1, 2025**:

<b>Name of Training</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
Pinellas Director Training	\$25	\$35
Director Orientation for Infant Care	\$25	\$35
Record Keeping	\$40	\$45

**No change to the \$25 fee for Prospective Provider training (Mandatory) is recommended.**

H. Approve Johnson, Pope, Bokor, Ruppel & Burns, LLP representation agreement for FY 25-26



JOHNSON  
POPE  
BOKOR  
RUPPEL &  
BURNS, LLP

COUNSELORS AT LAW

TAMPA ■ CLEARWATER ■ ST. PETERSBURG

COLLEEN M. FLYNN, ESQUIRE  
311 PARK PLACE BOULEVARD, SUITE 300  
CLEARWATER, FLORIDA 33759  
TELEPHONE: (727) 461-1818  
COLLEENF@JPFIRM.COM

FILE NO. 050234.123191

May 29, 2024

**PERSONAL AND CONFIDENTIAL**

Faith Bornoff, Executive Director  
Pinellas County License Board  
PC Health Department  
8751 Ulmerton Road, Suite 2000  
Largo, FL 33771-3832

Re: Renewal Agreement for Continued Representation of PCLB

Dear Ms. Bornoff:

This letter will confirm Johnson Pope Bokor Ruppel & Burns LLP's agreement to continue representing the Pinellas County License Board ("PCLB"), with respect to all legal matters including representing the Board of Directors and providing representation at the Board of Directors meetings as well as license/fine prosecutions and all other legal matters for PCLB. It is our understanding that a Purchase Order will be issued to Johnson Pope to provide legal services to PCLB. This Agreement may be terminated at any time by either party in writing.

Although it is impossible at this time to specify the exact nature, extent, and difficulty of the contemplated services and time involved, we will exert our best efforts at all times to represent your interests and rights.

Although my normal rate is \$425 per hour, our fees will be based upon the discounted hourly rate for attorney time of \$295 per hour effective July 1, 2025. Legal assistants' time is now billed at the hourly rate of \$125 to \$250, depending upon the legal assistant involved. The firm charges for all time expended by professionals, legal and administrative assistants in connection with a client's matter, including intra-office and telephone conferences and time spent out of the office on behalf of a client.

In addition to the payment of the firm's fees, clients are responsible for all out-of-pocket expenses, such as filing fees, publication fees, messenger service, and other costs that we may be required to advance on the client's behalf in connection with the representation. Additionally, if it becomes necessary for us to incur overtime expenses for staff or employ temporary help in the course of our representation in this matter, you will be responsible for such expenses.



May 29, 2024  
Page 2

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Unless a different payment arrangement is described above, we bill clients for fees and costs on a monthly basis. Invoices will be paid in accordance with F.S. 215.422.

You have the right to terminate our representation at any time, and our firm has the same right, subject to an obligation to give you reasonable notice to arrange alternative representation. Upon conclusion of our representation and after receipt of payment for all billed services and disbursements, we will return to you all documents or other matters furnished to us during the course of our representation. All other materials in our file will be retained by us as our work product.

It is the philosophy of the firm to render our clients prompt, efficient legal services consistent with the highest standards of legal excellence and to keep our clients at all times fully and completely informed as to the status of their matters.

To signify your acceptance of the foregoing terms and conditions of representation, I ask that you sign and date the enclosed copy of this letter in the places indicated, and that you return it to me in the envelope provided. We appreciate your bringing this matter to our attention for representation and look forward to working with you.

Very truly yours,

JOHNSON, POPE, BOKOR,  
RUPPEL & BURNS, LLP

By: Colleen Flynn  
Colleen M. Flynn

CMF:klu

Accepted and Agreed To:

PINELLAS COUNTY LICENSE BOARD

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Its: \_\_\_\_\_

10761209

**I. Approve Licenses for 6 Child Care Centers**

**RECOMMENDATION: Approve licenses for 6 Child Care Centers**

**Recommended Action: Approve**

<b>Provider Name</b>	<b>Address</b>	<b>Capacity</b>
Edgewater Preparatory Academy Inc.	10830 Navajo Dr. St. Petersburg 33708	80
Faithful Beginnings Preschool	5495 Park Blvd N Pinellas Park 33781	75
Largo Country School	1351 Clearwater Largo Rd N Largo 33770	72 with 10 infants
Learn Play Grow Academy of Largo	3080 East Bay Dr Largo 33771	63 with 24 infants
Kairos Preschool	1911 Atlantis Dr Clearwater 33763	70
Highland Early Learning Center	1301 N Highland Ave Clearwater 33755	60 with 18 infants

**J. Approve licenses for 3 new Family Child Care Homes**

**Recommended Action: Approve**

<b>Provider Name</b>	<b>Address</b>	<b>Capacity</b>
Amber Gerhold	1519 Price Circle Clearwater 33764	6
Christina Jackson	4408 59 <sup>th</sup> Ave. N. St. Petersburg 33714	8
Diana Luna	1961 Allard Dr. Clearwater 33763	8

**K. Approve license for 3 new Large Family Child Care Home**

**Recommended Action: Approve**

<b>Provider Name</b>	<b>Address</b>	<b>Capacity</b>
Johana Bravo	4719 11 <sup>th</sup> Ave. N., St. Petersburg 33713	12
Odalís Tamayo	4040 22 <sup>nd</sup> Ave. N. St. Petersburg 33713	12
Katrina Jenkins	624 13 <sup>th</sup> Ave. S. St. Petersburg 33701	12

**V. Discussion Items**

**V. Executive Director's Report**

**VI. Information Items**

# A. Annual Financial Report

PINELLAS COUNTY LICENSE BOARD  
 REVENUE & EXPENSE BUDGET REPORT  
 10/01/24 - 09/30/25 (FY2425)  
**ALL FUND SUMMARY**

ACCOUNT	ANNUAL BUDGET	JWB- Approved 05/21/2025 Amendment	Amended BUDGET	3 Pag periods			3 Pag periods									SEPTEMB ER ACCRUAL	ALL FUNDS			PROJECTED and SPENT BALANCE	Lapse Factor as of 9/30/24
				OCTOBER ACTUAL	NOVEMBER ACTUAL	DECEMBER ACTUAL	JANUARY ACTUAL	FEBRUARY ACTUAL	MARCH ACTUAL	APRIL ACTUAL	MAY ACTUAL	JUNE ACTUAL	JULY ACTUAL	AUGUST ACTUAL	SEPTEMBER ACTUAL		SPENT 9/30/2025	AVAILABLE BALANCE	% SPENT		
<b>TOTAL SALARY AND BENEFITS</b>	<b>1,211,945</b>	<b>(5,316)</b>	<b>1,206,629</b>	<b>93,462.62</b>	<b>32,011.35</b>	<b>109,406.65</b>	<b>96,498.61</b>	<b>92,760.76</b>	<b>87,920.71</b>	<b>134,887.09</b>	<b>56,921.24</b>	<b>56,921.24</b>	<b>56,932.66</b>	<b>56,932.66</b>	<b>85,640.85</b>	<b>8,564.09</b>	<b>968,860.52</b>	<b>237,768.17</b>	<b>80.29%</b>	<b>968,860.52</b>	<b>237,768.17</b>
TELEPHONE	5,754	0	5,754	10.00	741.56	32.08	782.04	22.16	719.99	394.59	0.00	0.00	0.00	0.00	0.00	0.00	2,702.42	3,051.58	46.97%	2,702.42	3,051.58
CELLULAR PHONES	7,560	0	7,560	91.29	636.37	636.37	818.96	636.37	590.72	636.37	0.00	0.00	0.00	0.00	0.00	0.00	4,046.45	3,513.55	53.52%	4,046.45	3,513.55
AIR CARDS	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIY!	0.00	0.00
POSTAGE	1,040	0	1,040	0.00	0.26	582.13	542.20	209.98	0.00	77.05	0.00	0.00	0.00	0.00	0.00	0.00	1,411.62	(371.62)	135.73%	1,411.62	(371.62)
PRINTING	2,000	0	2,000	0.00	0.00	0.00	578.17	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	578.17	1,421.83	28.91%	578.17	1,421.83
TRAVEL	15,082	0	15,082	75.65	499.95	961.40	1,200.13	1,152.72	1,075.98	1,235.51	0.00	0.00	0.00	0.00	0.00	0.00	6,201.34	8,880.66	41.12%	6,201.34	8,880.66
EDUCATIONAL MATERIALS	200	0	200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00%	0.00	200.00
OFFICE SUPPLIES	6,912	6,226	13,138	0.00	386.48	2,068.90	241.39	0.00	0.00	1,572.81	0.00	0.00	0.00	0.00	0.00	0.00	4,269.58	8,868.42	32.50%	4,269.58	8,868.42
INFO. TECHNOLOGY	300	0	300	0.00	50.00	184.84	100.00	25.00	35.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	419.84	(119.84)	139.95%	419.84	(119.84)
RENT-EQUIPMENT (COPIER)	1,680	0	1,680	129.75	91.41	90.19	715.73	105.41	0.00	90.96	0.00	0.00	0.00	0.00	0.00	0.00	1,223.45	456.55	72.82%	1,223.45	456.55
SUBSCRIPTIONS/DUES	175	0	175	175.00	0.00	0.00	0.00	0.00	0.00	69.51	0.00	0.00	0.00	0.00	0.00	0.00	244.51	(69.51)	139.72%	244.51	(69.51)
EQUIPMENT - COMPUTERS	0	0	0	0.00	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	(10.00)	#DIY!	10.00	(10.00)
CONTRACTUAL- Audit	24,000	0	24,000	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	4,000.00	83.33%	20,000.00	4,000.00
CONTRACTUAL- Legal Fees	20,000	0	20,000	0.00	1,182.50	1,677.50	5,335.00	1,210.00	0.00	14,465.00	0.00	0.00	0.00	0.00	0.00	0.00	23,870.00	(3,870.00)	119.35%	23,870.00	(3,870.00)
CONTRACTUAL- Advertising	800	0	800	165.24	0.00	0.00	0.00	167.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	332.99	467.01	41.62%	332.99	467.01
CONTRACTUAL- Janitorial	12,039	0	12,039	862.04	1,149.38	0.00	1,149.38	1,149.39	1,149.39	2,394.93	0.00	0.00	0.00	0.00	0.00	0.00	7,854.51	4,184.49	65.24%	7,854.51	4,184.49
UTILITIES	15,231	0	15,231	1,056.72	1,037.10	1,060.00	1,422.39	1,355.35	1,115.85	1,512.28	0.00	0.00	0.00	0.00	0.00	0.00	8,559.69	6,671.31	56.20%	8,559.69	6,671.31
FINGERPRINT	76	0	76	0.00	37.25	0.00	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00	0.00	0.00	73.25	2.75	96.38%	73.25	2.75
HR ASSESSMENT FEE	3,367	0	3,367	0.00	992.10	0.00	(583.60)	992.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,400.60	1,966.40	41.60%	1,400.60	1,966.40
Misc/Conference	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	14.61	0.00	0.00	10.00	0.00	0.00	0.00	24.61	(24.61)	#DIY!	24.61	(24.61)
<b>TOTAL OPERATING</b>	<b>116,216</b>	<b>6,226</b>	<b>122,442</b>	<b>2,565.69</b>	<b>6,804.36</b>	<b>7,293.41</b>	<b>12,311.79</b>	<b>27,026.23</b>	<b>4,686.93</b>	<b>22,524.62</b>	<b>0.00</b>	<b>0.00</b>	<b>10.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>83,223.03</b>	<b>39,218.97</b>	<b>67.97%</b>	<b>83,223.03</b>	<b>39,218.97</b>
ADMIN. COST/ FDOH In-Kind	245,785	(910)	244,875	18,171.92	4,851.07	23,285.81	19,454.08	18,880.31	17,387.56	26,416.40	7,684.37	7,684.37	7,685.91	7,685.91	11,561.52	1,156.15	171,885.38	73,899.62	70.19%	171,885.38	73,899.62
ADMIN. COST JWB 17%	123,858	(910)	122,948	10,334.18	4,912.39	10,103.21	9,977.99	9,411.72	9,428.25	14,724.16	9,676.61	9,676.61	9,678.55	9,678.55	14,558.95	1,455.89	123,617.08	(669.46)	100.54%	123,617.08	(669.46)
<b>TOTAL ADMIN. COST 30.50%</b>	<b>369,643</b>	<b>(1,820)</b>	<b>367,823</b>	<b>28,506.10</b>	<b>9,763.46</b>	<b>33,369.03</b>	<b>29,432.08</b>	<b>28,292.03</b>	<b>26,815.82</b>	<b>41,140.56</b>	<b>17,360.98</b>	<b>17,360.98</b>	<b>17,364.46</b>	<b>17,364.46</b>	<b>26,120.46</b>	<b>2,612.05</b>	<b>295,502.46</b>	<b>72,320.16</b>	<b>80.34%</b>	<b>295,502.46</b>	<b>72,320.16</b>
<b>ALL FUND TOTAL EXPENSES</b>	<b>1,697,803</b>	<b>(910)</b>	<b>1,696,893</b>	<b>124,534.41</b>	<b>48,579.17</b>	<b>150,069.09</b>	<b>138,242.47</b>	<b>148,079.02</b>	<b>119,423.46</b>	<b>198,552.27</b>	<b>74,282.22</b>	<b>74,282.22</b>	<b>74,307.12</b>	<b>74,297.12</b>	<b>111,761.31</b>	<b>11,176.13</b>	<b>1,347,586.01</b>	<b>349,307.30</b>	<b>79.41%</b>	<b>1,347,586.01</b>	<b>349,307.30</b>
<b>REVENUE SOURCES ( projected Received)</b>																					
JWB	874,464	0	874,464	71,199.11	36,932.20	73,584.23	70,414.70	66,206.25	66,279.92	102,450.24	66,597.85	66,597.85	66,611.21	66,611.21	100,199.80	10,019.98	863,704.56	10,759.31	98.77%	863,704.56	10,759.31
DCF	367,731	0	367,731	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	0.00	367,731.00	(0.33)	100.00%	367,731.00	(0.33)
FDOH	129,619	0	129,619	11,281.15	3,108.29	11,551.83	10,391.81	10,391.78	10,391.81	15,587.67	0.00	0.00	0.00	0.00	0.00	0.00	72,704.34	56,914.63	56.09%	72,704.34	56,914.63
FDOH In-Kind	245,785	0	245,785	18,171.92	4,851.07	23,285.81	19,454.08	18,880.31	17,387.56	26,416.40	7,684.37	7,684.37	7,685.91	7,685.91	11,561.52	1,156.15	171,885.38	73,899.62	69.93%	171,885.38	73,899.62
LB FEES & FINES	80,205	0	80,205	12,407.00	10,643.80	10,728.00	12,429.00	10,975.00	14,949.00	12,674.00	10,042.00	13,004.00	7,463.00	13,031.00	7,982.00	0.00	136,327.80	(56,123.00)	169.97%	136,327.80	(56,123.00)
FUND BALANCE	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIY!	0.00	0.00
<b>ALL FUND TOTAL REVENUE</b>	<b>1,697,803</b>	<b>0</b>	<b>1,697,803</b>	<b>143,703.43</b>	<b>86,179.61</b>	<b>149,774.13</b>	<b>143,333.85</b>	<b>137,097.59</b>	<b>139,652.55</b>	<b>187,772.56</b>	<b>114,968.47</b>	<b>117,930.47</b>	<b>112,404.37</b>	<b>117,972.37</b>	<b>150,387.56</b>	<b>11,176.13</b>	<b>1,612,353.08</b>	<b>85,450.23</b>	<b>94.97%</b>	<b>1,612,353.08</b>	<b>85,450.23</b>

## B. Statistical Report Regarding Licensing Activities

Statistical Report for April 2025												
	HOMES				CHILDREN'S CENTERS							
	FDCH		LFDCH		Preschool		B/A School		Exempt		Nonpublic	
	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity
<b>Previous Months Totals</b>												
<b>Monthly Activity</b>	203	1448	28	336	232	21380	126	19171	4	278	8	296
<b>1. Temporary Permits</b> 1st Time TP												
<b>2. Capacity Change - current licenses</b> New capacity began	2	12				4						
<b>3. Closed - # with capacity</b>	-2	-16										
<b>4. Corrections - from previous reports Explain below*</b>												
<b>Total Capacity</b>	203	1444	28	336	232	21384	126	19171	4	278	8	296

Monthly Tally Sheet Summary	Homes	FDCH	LFDCH	CC	Infant Spaces
<b>Total Number</b>	231	203	28	370	140
<b>Total Capacity</b>	1780	1444	336	41129	2990

Service Tasks/Licensing Activities	CENTERS	HOMES	OTHER/FOOD	MS inspections
Prelim inspections	0	1	0	0
Initial inspections	1	1	0	0
Routine/Renewal inspections	114	48	0	0
Complaint Investigations Only	22	1	0	0
Reinspection/Recheck Inspections	34	5	0	0
Technical Assistance or Consultation	11	2	0	0
Inspections/Visits for Change	1	0	0	0
Unlicensed Care Visits/Communications	0	1	0	0
Complaint/Intake Reports Taken/Written	25	1	0	0
Fines Given	21	4	0	0
<b>CLASS I FINES GIVEN (all Class 1's for this month)</b>	0	1	0	0
Trainings Given	2	0	0	0
Trainings Attended	15	0	0	0
Fine Hearings/Conferences/Staffing's	1	0	0	0
Checklists Completed (turned into Supervisor)	0	0	0	9
DCF Website Lookups	565	0	0	0
Other Activities	12	0	0	0
Number of Regular Licenses Issued (CARES)	26	6		
Temporary Licenses Issued (NEW) (CARES)	0	0		
Provisional Licenses Issued (CARES)	1	0		
Board Licenses Issued (CARES)	0	0		
Probational Licenses Issued (CARES)	0	0		
Licenses Closed (doors closed) (CARES)	0	0		
Number of Regular Inspections and Re-Inspections approved into CARES	25	1		
Number of Complaints Processed and Assigned	0	0		
Number of Complaint Inspections approved into CARES	0	0		
Number of Files Requiring Extra Time and/or Paperwork (Other Category)	0	0		
Number of Complaints Requiring Extra Time and/or Paperwork (Other Category)	0	0		
Ride Along's	1	0		

<b>Total Number of Licensed Child Care Entities (facilities &amp; homes) in the County as of the Last Day of each Month</b>	601
<b>Number of Licensed Child Care Entities with Class 1 Violations</b>	1
<b>Number of Licenses Issued</b>	33
<b>Number of Licenses Issued within Statutory Time Frames</b>	33
<b>Number of Provisional Licenses Issued</b>	1
<b>Number of Inspections and Re-Inspections Performed</b>	204
<b>Number of Complaints processed</b>	23
<b>Number of Other Licensing Activities</b>	688
<b>Number of Food Licensing Activities</b>	0
<b>Total Activities</b>	948

**C. Compliance Reports**  
**1. Children's centers Fine Report**

Provider	Fine Class	Reason	Date of Fine	Fine Amount	Due Date	Amt Paid
Wonder Kidz Belcher	3	90 days specialized training	1/8/2025	\$25.00	1/23/2025	\$25.00
NGK	2	Electrical Outlets	1/13/2025	\$50.00	1/28/2025	\$50.00
NGK	3	Diapering/Impermeable Surface	1/13/2025	\$25.00	1/28/2025	\$25.00
NGK	2	Transitions	1/13/2025	\$50.00	1/28/2025	\$50.00
High Point Community	2	Daily Attendance/ Closing Log	1/14/2025	\$50.00	1/29/2025	\$50.00
Cleanwater Academy Int'l	2	Transitions	1/15/2025	\$50.00	1/30/2025	\$50.00
<del>Surprise Christian P.S.</del>	1	Supervision	1/16/2025	\$500.00	1/31/2025	\$500.00
Magnolia DS of S. St. Pete	1	Mandatory Reports	1/22/2025	\$500.00	2/8/2025	\$500.00
NGK	1	Transportation Drivers Attendance Log	1/23/2025	\$200.00	2/7/2025	\$200.00
Primrose Sch. Of Oldsmar	3/Per Day Fine	Infant Care Training	1/27/2025	\$3,940.00	2/11/25	\$3,940.00
LSF-Connie Marmaro	2	Records - Attendance	1/27/2025	\$50.00	2/11/2025	\$50.00
LSF-Connie Marmaro	2	Records - Transition	1/27/2025	\$50.00	2/11/2025	\$50.00
LSF-Connie Marmaro	3	Personnel -Incomplete Employment History	1/27/2025	\$25.00	2/11/2025	\$25.00
First Lutheran School	2	Safety Health -Toxics	2/11/2025	\$50.00	2/26/2025	\$50.00
Sweet Peas (Dunedin)	3	Personnel/General Qualifications	2/11/2025	\$25.00	2/26/2025	\$25.00
KCE Champions @Espiritu Santo <u>C.S.</u>	2	Personnel/Background Screening	2/12/2025	\$50.00	2/27/2025	\$50.00
KCE Champions @Espiritu Santo <u>C.S.</u>	3	Personnel/General Qualifications	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo <u>C.S.</u>	3	Personnel/General Qualifications	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo <u>C.S.</u>	2	Personnel/Background Screening	2/12/2025	\$60.00	2/27/2025	\$60.00
KCE Champions @Espiritu Santo <u>C.S.</u>	3	Personnel/Employment History Check	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo <u>C.S.</u>	3	Personnel/Attestation of Good Moral Character	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo <u>C.S.</u>	3	Personnel/General <u>Qualifications(Acknowledgment Form)</u>	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo <u>C.S.</u>	3	Personnel/Employee/Contractor Roster	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo <u>C.S.</u>	3	Personnel/Educational Qualifications	2/12/2025	\$25.00	2/27/2025	\$25.00

KCE Champions @Espiritu Santo C.S	3	Personnel/Documentation of Training	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Personnel/Beginning Training	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Personnel/Fire Extinguisher Training	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Personnel/Director Credential	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Records/Enrollment Info.	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Records/Flu Brochure	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Records/Emergency Medical Release Form	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Records/Florida Certification of Immunization	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Records/Distracted Adult Brochure	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Safety Health and Sanitation /Communicable Disease Control	2/12/2025	\$25.00	2/27/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Personnel/General Qualifications/Employment Application	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Personnel/General Qualifications/Employment Date/Position	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Employment History Check	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Attestation of Good Moral Character	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	General Qualifications/Acknowledgment Form	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Employee/ Contractor Roster	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Personnel/Documentation of Training	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Personnel/Beginning Training	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Personnel/Fire Extinguisher Training	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Personnel/Director Credential	2/12/2025	\$30.00	2/27/2025	\$30.00

KCE Champions @Espiritu Santo C.S	3	Records/Enrollment Info.	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Records/Flu Brochure	2/12/2025	\$30.00	2/27/2025	\$30.00
KCE Champions @Espiritu Santo C.S	3	Records/Distracted Adult Brochure	2/12/2025	\$30.00	2/27/2025	\$30.00
Kindercare LC 1037	3	Records/Certificate of Immunization	2/18/2025	\$25.00	3/05/2025	\$25.00
Kindercare LC 1037	3	Personnel Training/ Safe Sleep/Shaken Baby Syndrome	2/18/2025	\$25.00	3/5/2025	\$25.00
Kindercare LC 1037	3	Personnel Training/Documentation of Training	2/18/2025	\$25.00	3/5/2025	\$25.00
Kindercare LC 1037	2	Supervision/Adult-Child Ratios	2/18/2025	\$50.00	3/5/2025	\$50.00
Kindercare LC 1037	3	Personnel /Educ/credentials	2/18/2025	\$25.00	3/5/2025	\$25.00
Powell CC & L.C	1	Discipline	2/20/2025	\$500.00	3/7/2025	\$500.00
Prince of Peace	1	Supervision	2/26/2025	\$250.00	3/13/2025	\$250.00
St. Paul's Children's Center	3	Personnel/Education Training, Personnel Records	2/27/2025	\$25.00	3/14/2025	\$25.00
The Stepping Stone	2	Infants separate	3/3/2025	\$50.00	3/18/2025	\$50.00
R'Club - Blanton	1	Supervision/Direct Supervision	3/4/2025	\$250.00	3/19/2025	\$250.00
YMCA - Forest Lakes	3	Records/Enrollment Info.	3/4/2025	\$6,400.00	3/19/2025	\$6,400.00
YMCA - Forest Lakes	3	Personnel /Training	3/4/2025	\$25.00	3/19/2025	\$25.00
YMCA - Forest Lakes	3	Personnel/Employment History Check	3/4/2025	\$25.00	3/19/2025	\$25.00
KCE Champions @Espiritu Santo C.S	3	Records/Enrollment Information	3/4/2025	\$40.00	3/19/2025	\$40.00
KCE Champions @Espiritu Santo C.S	3	Personnel/Employment History Check	3/4/2025	\$40.00	3/19/2025	\$40.00
PCS	1	Discipline	3/5/2025	\$500.00	3/20/2025	\$500.00
Wonder Kidz Academy LLC	3	Personnel/Training-Beginning Training	3/5/2025	\$25.00	3/20/2025	\$25.00
Wonder Kidz Academy LLC	3	Records/Facility/Personnel/Documentation of Credentials	3/5/2025	\$25.00	3/20/2025	\$25.00
Wonder Kidz Academy LLC	3	Personnel/Training-Mandated Introductory- ELT Training	3/5/2025	\$25.00	3/20/2025	\$25.00
St. Ignatius Catholic Church	2	Director Credentials	3/10/2025	\$50.00	3/25/2025	\$50.00
Primrose Sch. Of Oldsmar	3	Personnel/Attestation of Good Moral Character	3/11/2025	\$25.00	3/26/2025	\$25.00
YMCA-Oldsmar	2	Supervision/Adult Child Ratios	3/14/2025	\$50.00	3/29/2025	\$50.00

YMCA-Oldsmar	3	Records/Emergency Medical Release Form	3/14/2025	\$25.00	3/29/2025	\$25.00
Creative Play Learning Center	1	Personnel-Unscreened Individual	3/17/2025	\$500.00	4/1/2025	\$500.00
AMA After School Prog-Largo	2	Transportation Driver Requirements 2	3/19/2025	\$60.00	4/3/2025	\$60.00
Artz 4 Life	3	Personnel/Emp. History Check	3/25/2025	\$25.00	4/9/2025	\$25.00
Artz 4 Life	2	Records/Daily Attendance	3/25/2025	\$50.00	4/9/2025	\$50.00
Artz 4 Life	2	Records/Closing Log	3/25/2025	\$50.00	4/9/2025	\$50.00
Artz 4 Life	2	Personnel/Re-screening	3/25/2025	\$50.00	4/9/2025	\$50.00
De La Fontaine Trilingual Montessori School	1	Direct Supervision	3/27/2025	\$200.00	4/11/2025	\$200.00
Countryside Christian PS	2	Safety Health and Sanitation	4/1/2025	\$50.00	4/16/2025	\$50.00
St. Petersburg Primary Prep	2	Supervision General Supervisory Standards	4/2/2025	\$50.00	4/17/2025	\$50.00
St. Petersburg Primary Prep	2	Fire Inspection	4/7/2025	\$50.00	4/22/2025	\$50.00
Bayfront Child Dev. Ctr	2	General/Direct Supervision	4/11/2025	\$50.00	4/26/2025	\$50.00
Bayfront Child Dev. Ctr	2	Verified Transitions - Daily Attendance	4/11/2025	\$50.00	4/26/2025	\$50.00
Kinder Care 216	3	No start within 90 days	4/11/2025	\$900.00	4/15/2025	\$900.00
Kinder Care 216	3	Education/Literacy	4/11/2025	\$25.00	4/15/2025	\$25.00
Kinder Care 216	2	Premises Free of Health/Safety Hazards	4/11/2025	\$60.00	4/15/2025	\$60.00
YMCA of the Suncoast	3	CPR	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	First Aid	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	2	No signature/dates on log	4/16/2025	\$50.00	5/1/2025	\$50.00
YMCA of the Suncoast	3	Child expired immunization	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	Missing information children records	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	Staff w/o 40 clock hours	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	Fire Extinguisher Training	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	Incomplete Emergency Medical Release	4/16/2025	\$4,380.00	5/1/2025	\$4,380.00
First Steps Education	2	Supervision	4/16/2025	\$50.00	5/1/2025	
KCE Champions - Espiritu Santo	3	Records/ Immunization Certificate	4/23/2025	\$30.00	5/8/2025	\$30.00
KCE Champions - Espiritu Santo	3	Records/Distracted Driver	4/23/2025	\$40.00	5/8/2025	\$40.00

KCE Champions - Espiritu Santo	3	Records /Flu Brochure	4/23/2025	\$40.00	5/8/2025	\$40.00
KCE Champions - Espiritu Santo	3	Records/Enrollment Info	4/23/2025	\$50.00	5/8/2025	\$50.00
Romper Room	2	Personnel-Background Screening	4/25/2025	\$50.00	5/10/2025	\$50.00
The Stepping Stone DC	2	Center Closing Log	5/1/2025	\$50.00	5/16/2025	\$50.00
The Stepping Stone DC	3	Acknowledgement forms	5/1/2025	\$25.00	5/16/2025	\$25.00
Early Explorations PS at Great Explorations	2	Transitions	5/1/2025	\$50.00	5/16/2025	\$50.00
Early Explorations PS at Great Explorations	2	Supervision	5/1/2025	\$50.00	5/16/2025	\$50.00
YMCA - Bear Creek	2	Daily Attendance/closing log	5/5/2025	\$60.00	5/20/2025	\$60.00
Clearwater Academy Int'l Inc.	2	Records/Transitions	5/7/2025	\$60.00	5/22/2025	\$60.00
NGK	2	Toxics	5/8/2025	\$50.00	5/23/2025	\$50.00
O2B Kids Belleair	2	Daily Attendance	5/14/2025	\$50.00	5/29/2025	\$50.00
O2B Kids Belleair	2	Hot Water at Diapering Sink	5/14/2025	\$50.00	5/29/2025	\$50.00
Countryside Christian P.S	2	Safety Health and Sanitation	4/1/2025	\$50.00	4/16/2025	\$50.00
St. Petersburg Primary Prep	2	Supervision General Supervisory Standards	4/2/2025	\$50.00	4/17/2025	\$50.00
St. Petersburg Primary Prep	2	Fire Inspection	4/7/2025	\$50.00	4/22/2025	\$50.00
Bayfront Child Dev. Ctr	2	General/Direct Supervision	4/11/2025	\$50.00	4/26/2025	\$50.00
Bayfront Child Dev. Ctr	2	Verified Transitions - Daily Attendance	4/11/2025	\$50.00	4/26/2025	\$50.00
Kinder Care 216	3	No start within 90 days	4/11/2025	\$900.00	4/15/2025	\$900.00
Kinder Care 216	3	Education/Literacy	4/11/2025	\$25.00	4/15/2025	\$25.00
Kinder Care 216	2	Premises Free of Health/Safety Hazards	4/11/2025	\$60.00	4/15/2025	\$60.00
YMCA of the Suncoast	3	CPR	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	First Aid	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	2	No signature/dates on log	4/16/2025	\$50.00	5/1/2025	\$50.00
YMCA of the Suncoast	3	Child expired immunization	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	Missing information children records	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	Staff w/o 40 clock hours	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	Fire Extinguisher Training	4/16/2025	\$25.00	5/1/2025	\$25.00
YMCA of the Suncoast	3	Incomplete Emergency Medical Release	4/16/2025	\$4,380.00	5/1/2025	\$4,380.00
First Steps Education	2	Supervision	4/16/2025	\$50.00	5/1/2025	

KCE Champions - Espiritu Santo	3	Records/ Immunization Certificate	4/23/2025	\$30.00	5/8/2025	\$30.00
KCE Champions - Espiritu Santo	3	Records/Distracted Driver	4/23/2025	\$40.00	5/8/2025	\$40.00
KCE Champions - Espiritu Santo	3	Records /Flu Brochure	4/23/2025	\$40.00	5/8/2025	\$40.00
KCE Champions - Espiritu Santo	3	Records/Enrollment Info	4/23/2025	\$50.00	5/8/2025	\$50.00
Romper Room	2	Personnel-Background Screening	4/25/2025	\$50.00	5/10/2025	\$50.00
The Stepping Stone DC	2	Center Closing Log	5/1/2025	\$50.00	5/16/2025	\$50.00
The Stepping Stone DC	3	Acknowledgement forms	5/1/2025	\$25.00	5/16/2025	\$25.00
Early Explorations PS at Great Explorations	2	Transitions	5/1/2025	\$50.00	5/16/2025	\$50.00
Early Explorations PS at Great Explorations	2	Supervision	5/1/2025	\$50.00	5/16/2025	\$50.00
YMCA - Bear Creek	2	Daily Attendance/closing log	5/5/2025	\$60.00	5/20/2025	\$60.00
Clearwater Academy Int'l Inc.	2	Records/Transitions	5/7/2025	\$60.00	5/22/2025	\$60.00
NGK	2	Toxics	5/8/2025	\$50.00	5/23/2025	\$50.00

## 2. Family Child Care Homes Fine Report

Provider	Fine Class	Reason	Date of Fine	Fine Amount	Due Date of Fine	Amount Paid	Date Paid
Dario Barcnas	2	Supervision: Provider was over capacity set forth on his license.	4/22/2025	\$50	5/7/2025	\$50	5/2/2025
Davina Collins	3	Distracted Driver Brochure: Three parents did not receive the brochure during the month of September 2024.	4/28/2025	\$25	5/13/2025	\$25	5/19/25
Corneatha Chance	1	Transportation/Inappropriate Restraint	4/30/2025	\$500	5/15/2025	\$275	5/7/2025
Corneatha Chance	3	Facility Record/Immunization Certificate	4/30/2025	\$25	5/15/2025	\$25	5/7/2025

### 3. 100% Compliant Inspections in Children's Centers

January	February	March	April
YMCA Westgate	Temple Beth El of STP EC Center	Delores M. Smith Academy, Inc	Child's Park Recreation Center
R'Club Fairmount Park	JW Cate Rec Center	Cathedral School of St. Jude	YMCA Northwest
YMCA Maderia Beach Elem.	All Children's Academy	Higher Learning Christian Academy of STP, LLC	Edgewater Preparatory Academy Inc
Tampa Bay Turners Gymnastics &n Swimming Academy INC	Lake Tarpon Learning Center – West	Madeira Beach Recreation Center	Discovery Learning Center
Precious Angel's Preschool LLC	YMCA Tarpon Fundamental	Pasadena Community Church Preschool	R'Club Gulfport
R'Club Pasadena	Christian Way Academy	St. Lukes Early Childhood Center	City of Gulfport Recreation Center
PCC Christian Playgroup	Oak Crest Preschool	Young Days Christian Academy	YMCA Madeira Beach Elementary
Walter Fuller Rec Center	R'Club Sutherland	Brighter Beginnings Preschool	Tomorrow's Child of Pinellas, LLC
YMCA St. Jude Cathedral	New Horizons Preschool & Learning Center	O2B Kids Palm Harbor	YMCA Curlew Creek
Blossom Montessori School for Deafness	FUNdamentals Early Learning II LLC	Trinity Prsbyterian Church Preschool	YMCA Leila Davis
Excel Learning Center	The Growing Tree	Little Learning Preschool	Safety Harbor Montessori Academy
Palm Harbor Montessori Academy	North Bay Christian Academy	Ponce de Leon Elementary, R'Club	Lutheran Services of Florida Tarpon Springs
Harborview Childcare Learning Center	Elisa Nelson Elementary R'Club	R'Club McMullen Booth	The Ohana Preschool
The Ohana Preschool	YMCA Belleair	Riviera Day School	YMCA Cypress Woods
Palm Harbor Creative Learning Academy	Skycrest Christian School	Faithful Beginnings	YMCA Sunset Hills
The Robin's Nest	R'Club ELA @ US19 & Ulmerton Rd	Sweet Peas Preschool & Elementary	Kid City USA CLW
Union Academy Family Center	City of Dunedin – Garrison Jones	Learn, Play, Grow Academy of Largo	Stars & Comets
YMCA Brooker Creek	R'Club Eisenhower	Learning Adventures Preschool LLC	Dunedin Academy & Day School Inc
Ross Norton Rec. Complex	R'Club Paul B. Stephens	Lutheran Church of the Cross Day School	Ascension Day School
Skycrest Children's Development Center	R'Club Shore Acres	Gladden Park Recreation Center	Lutheran Services of Florida Isay M. Gulley Center
Safety Harbor Community Center	Tot Tenders Learning Center, INC	Tweety B's	The Nicholas Vosotas Kimberly Home Child Care Center
The Learning Experience	The French American School of Tampa Bay	YMCA Mt. Vernon Elementary	Washburn Academy
Safety Harbor Little School LLC	R'Club Nina Harris	Oakhurst Learning Center	YMCA Skycrest
My Friends Learning Center	R'Club ELA @ASI	R'Club Southern Oak	Ivy Prep Learning Center
Dunedin Academy & Dayschool, INC	Early Explorations Preschool @ Great Explorations	Little Lambs Christian Preschool	Main Street Early Learning Center
Tarpon Springs Boys & Girls Club	Lutheran Services of Florida, INC High Point Center	Four Seasons Preschool	Bright Beginnings Early Learning Center

Learning Empowered Children of the World Academy	St. Raphael Catholic School ECC	Academy of Love & Learning Inc	Boys & Girls Club Wood Valley
Bright Discovery for Early Learning	R'Club High Point	Frank W. Pierce Recreation Center	Highland Recreation Center
Happy Days Academy LLC	Anona Child Development Center	YMCA Baypoint	Little Pals Preschool
R'Club Rawlings	St. Jerome ECC	Accelerated Learning Centers of America	Liberty Christian School
YMCA Sawgrass	City of Largo – SW Rec. Complex	Gates & Bridges Learning Academy	R'Club Pinellas Park
YMCA Bauder	R'Club Ridgecrest	Infinite Potential Learning Center	Holy Family Early Child Care
YMCA Orange Grove	Imagination Station	YMCA Maximo	The Sprout Academy Pinellas Park
YMCA Ridgecrest	Paul R. Hortin Child Development Center, INC	Alegria Montessori School	Truth & Life Christian Academy
Bay Pines Evangelical Lutheran SCH	R'Club Lakewood	R'Club Bay Vista	Grace's Children Center
Ridgecrest Boys & Girls Club	James B. Sanderlin	Family Resources Inc. Youth Enrichment Program – Wildwood	The Experiential School of Tampa Bay
R'Club James B. Sanderlin	Retmus #2	YMCA Starkey	YMCA Woodlawn
Starling School #1 & Star Camp	Green Acres Child Care, LLC	Family Center On Deafness, Inc.	Faith Community Preschool
Arqam's Academy Inc	Montessori By The Sea	R'Club Blanton	R'Club Seminole
YMCA Melrose	R'Club Cross Bayou	Four Seasons Preschool of Bardmoor	Bay Pines Evangelical Lutheran School
Campbell Park Rec. Center	R'Club New Heights		Christ the King Christian School
R'Club Midtown Academy	Bardmoor YMCA Preschool Academy		R'Club Walsingham
Thomas Jet Jackson	The Sprout Academy Seminole		Seminole United Methodist
R'Club 74 <sup>th</sup> St. N	iDiscover		YMCA Anona
St. Pete Beach Community Center			Write Start Learning Center
PCS Employee Childcare			Tampa Bay Turners Gymnastics & Swimming Academy Inc.
Boys & Girls Pinellas Park			Canguros
			R'Club Lakeview
			Celebrity Kids Club of Pinellas, INC
			Boys & Girls Club Royal
			YMCA Campbell Park
			The Sprout Academy STP
			Gingerbread Carillon
			R'Club Skyview
			YMCA Sexton
			Youth Enrichment – Skyview
			R'Club Lealman

## 5. 100% Complaint Inspections for Family Child Care Homes

<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>
Penny Naples	Mara Isabel Leon	Carol Ann Fowler	Kristen Baust
Teresa Piper	Cristy O'Donnell	Christine Sciandra	Theresa Falzone
Melissa Belanger	Darlyn Smith	Cheryl Hall	Deanna Reyome
Lori Gavitt	Diane De La Cruz	Karen Holloway	Catherine Bishop
Shoneka Byrd	Lisa Taddeo	Athalia Pennington	Stephanie Singletary
Tammy Desaulniers	Grisel Vazquez	Sandy Garcia	Catherine Bishop
Beverly Grant	Claire Burns	Peggy Robinson	Nicole Boyd
Maria Phelan	Irene Wilson Giroir	Colleen Heffern	Charlene Thomas
Patricia Jones	Barbara McNeill	Kendra Alexandra	Rosa Levy
Katrina Jenkins	Robin Vasil	Cynthia Stephens	Christina Jackson
Yvonne Martin	Pamela Hinson	Lenora Alexandra	Yadamilsy Hurtado
Christina Jackson	Isabel Vera	Betty Brown	Carmelita M. Tio
Donna Johnson	Nathalie Moise	Deborah Mimault	Johana Bravo
Alexis Dunbar	Ladasha Holcombe	Barbara Smith	Janice Huntley
Jeanette Mann	LaWanda Brown	Kathleen Pero	Lynn Gibson
Stephanie Martin	Kimberly Boykins	Jenny Rockey	Victoria Talbot
Tiffany Bell	Sheila Haugabook	Ellen Myers	Gwen Hearn
Barbara Edwards	Patricia Powell	Diana Duke	Geraldine Parker
Maxine Williams Salter	Janie Small-Hampton	Andrea Bloomfield	Leah Robertson
Misty Swanson Sykes	S. Middlebrooks	Patty Gavernik	Samiya Watson
Claudio Cuervo	Kellie Smith	Patricia Frisch	Stephanie Meachum
Andrea Bell	Kristina Booker-Deveny		Julia Bernal
Tishemmer Holley	Staci Colborn		Ronda Shults
Sheronica Stubbs	Velma Mondy		Diana Luna
Katrina Jenkins	Barabara Streeter		Darlene Madden
Crystal Koel	Esther Santana		Amber Gerhold
Andrea Gast	Dianne Day		Carolyn Costello
Susan Fernandez	Christine Lawson		Elysia Huff
Linda Marchica	Andrea Pena		Tamsen Baker
Amber Gerhold			Mary Kasper
Yolanda Jenkins			
Sharon Hart			
Maria LeGare			

## 1. Closed Children's Centers

Center Name	Date Closed	Reason	Capacity
Bubble's Academy	1/15/25	Operator Decision	30
Walsingham Wee	2/2/25	Operator Decision	42
Aldersgate Christian Learning Center	2/4/25	New Owner	141 with 18 infants
Little Ones Preschool	2/3/25	Moved to another location	90 with 16 infants
Higher Learning Christian Academy of St. Petersburg	3/19/25	New Owner	41
After School Kicks	3/31/25	Operator Decision	100 SA

## 2. Closed Family Child Care Homes

Name	Date Closed	Reason
Mara De La Torre	1/8/25	Moved-storm damage
Tanya Hyde	1/10/25	Personal
Carmen Figueroa	1/15/25	Personal
Geneva Humphrey	1/31/25	Personal
Clarisse High	1/31/25	Personal
Name	Date Closed	Reason
Valarie Jiles	2/6/25	Reg home to a large home
Susan Barron	2/10/25	Personal
Name	Date Closed	Reason
Lynn Ferry	3/5/25	Moved out of state
Zoraya Pacheco	3/18/25	Reg home to a Large home
Madison Wolff	3/31/25	moved
Name	Date Closed	Reason
Josette Matos	4/1/25	Moved -reopened
Shelia Beardsley	4/15/25	Personnel reason

## **VII. 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 2.

## **III. Staff Anniversaries**

<b>Upcoming Staff Anniversaries</b>
<b>July</b> Chris Grybauskas- 16 years
<b>August</b> Hope Williams-19 years Maria Villarreal- 20 Years

## **IX. Upcoming 2025 Meeting Dates**

- Wednesday June 11, 2025, 1:30pm
- Wednesday, September 17, 2025, 6:30pm
- Wednesday, December 3, 2025, 1:30pm

## **X. Adjournment**