

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

REGULAR MEETING

March 11, 2026, at 6:30 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.

The Board Meeting of the Pinellas County Licensing Board for Children's Centers and Family Child Care Homes was scheduled and properly noticed for Wednesday March 11, 2026, at 8751 Ulmerton Road, Largo, FL, 33771, at 6:30pm.

I. Call to Order

A. Announcements

II. Consent Agenda

A. Approve minutes from Board Meeting on December 3, 2025 (Pg 5)

B. Approve minutes from Special Meeting January 13, 2026 (Pg 26)

III. Action Items

A. Approve and Accept FY 2024-2025 Audit (pg. 30)

Presented by: Moss, Krusick & Associates, LLC.

B. Approve Four (4) Children's Center Licenses (pg. 30)

C. Approve Three (3) Family Child Care Home Licenses (pg. 30)

D. Approve One (1) Large Family Child Care Home License (pg. 30)

IV. Executive Director's Report (pg. 30)

V. Information Items

A. Annual Financial Report (pg. 31)

B. Statistical Report Regarding Licensing Activities (pg. 32)

C. Compliance Reports

1. Children's Centers Fine Report (pg. 33)
2. Family Child Care Homes Fine Report (pg. 38)
3. 100% Compliant Inspections in Children's Centers (pg. 38)
4. 100% Compliant Inspections in Family Child Care Homes (pg. 40)
5. Closed Child Care Centers and Family Child Care Homes (pg. 42)

VI. Public Comment (pg. 42)

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.

VII. Staff Anniversaries (pg. 42)

VIII. Upcoming 2026 Meeting Dates (pg. 43)

IX. Adjournment (pg. 43)

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:

o 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:

o 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.

- o At the hearing, Board must give an opportunity for all affected people to present their views. The Board will hear public comment according to the procedure above. 4

- o 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.

- o 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.

- o 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.A. – Consent Agenda

PINELLAS COUNTY LICENSE BOARD FOR CHILDREN’S CENTERS & FAMILY DAY CARE HOMES UNAPPROVED MINUTES

REGULAR MEETING

December 3, 2025 at 1:30PM

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.

The Board Meeting of the Pinellas County Licensing Board for Children’s Centers and Family Child Care Homes was scheduled and properly noticed for Wednesday December 3, 2025, at 8751 Ulmerton Road, Largo, FL, 33771, at 1:30pm.

I. Call to Order

Celeste Fernandez called the meeting to order at 1:31pm

i.

Board members:

Attendee Name	Title	Status
Celeste Fernandez	Board Secretary	Present
Lynn Gibson	Board Member	Present
Jennifer Mekler	Board Member	Present
Dr. Susan Weber	Board Member	Present
Brandy Downing	Ex-Officio Member	Present
Kristen Gnage	Board Member	Present

Attorney

Attendee Name	Status
Colleen Flynn, Esq.	Present

Advisory Committee Members:

Attendee Name	Status
Chris Steurnagel	Present
Elizabeth Krakowski	Present
Nancy McGreevy	Absent
Pamela Hinson	Present
Rob Lovelace	Absent
Shelia Haugabook	Present

Staff Members present:

Attendee Name	Attendee Title
Faith Bornoff	Executive Director
Tammy Sharpe	Centers Supervisor
Julie Oliver	Homes Supervisor
Aracelis Serrano	Administrative Assistant
Jo Whitlock	Homes Clerk
Rajiv Rambaran	Licensing Specialist

A. Announcements

Faith Bornoff announced a new staff member attending the meeting: Jo Whitlock, Family Child Care Homes, Senior Clerk

II. Consent Agenda

- A.** Approve minutes from Board Meeting on August 27, 2025
- B.** Approve minutes from Public Hearing on August 27, 2025
- C.** Approve minutes from Board Chair Nominating Selection Committee Meeting August 27, 2025

Action: Celeste Fernandez made a motion to accept the minutes from all three of the August 27, 2025 meetings. Dr. Weber seconded the motion. The motion passed unanimously.

III. Action Items

- a. Approve Goals, objectives, performance Measures and Standards as required by F.S. 189.0694 for December 1, 2025 – November 30, 2026 including presentation of report on achievement of goals for December 1, 2024 through November 30, 2025.**

Faith Bornoff presented the results of the goals, objectives, performance measures and standards as required by F.S. 189.0694. for December 1, 2025- November 30, 2026.

Performance Measures/Standards October 1, 2024- October 1, 2025

Report:

PCLB measured the following to ensure its goals and objectives were being accomplished:

1. The number of licenses, including certificates for exempt providers, timely issued. 683 licenses at 100%
2. The percentage of child care centers that receive 3 routine inspections per year. %. This was a transition year moving from conducting 2 inspections per year, to 3 inspections per year. All centers received the appropriate number of inspections

based on their renewal date. Almost all centers received 3 inspections during the transitional year.

3. The percentage of child care homes that receive 2 routine inspections per year. %.
100%
4. The percentage of completion of the total number of licensing activities by month. PCLB has a minimum standard of 300 per month. PCLB endeavors to meet this standard at or higher than 100% (300 = 100%).

Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
393	437	425	748	1018	1222	949	971	927	719	629	907

5. The total number of inspections by month.

Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
158	193	184	203	187	176	204	194	151	137	188	198

6. The number of complaint investigations by month.

Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
12	20	6	9	24	12	23	13	17	19	18	13

7. The number of unlicensed care investigations by month.

Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
0	4	0	2	1	2	1	0	3	0	0	0

8. The number of trainings PCLB offers for prospective providers and existing providers by month.

Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
0	2	1	5	6	10	2	5	1	4	5	1

9. The number of trainings taken by PCLB staff by month.

Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
2	0	0	1	0	10	15	1	10	6	2	9

10. The total number of providers by category by month.

	Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
Reg Homes	210	208	207	210	204	203	203	201	198	198	196	195
Large Homes	28	28	27	28	27	28	28	28	28	27	27	28
Preschool	245	244	243	245	232	232	232	231	229	227	227	227
B/A School	124	123	123	124	127	126	126	126	127	129	127	127
Exempt	4	4	4	4	4	4	4	4	4	4	4	4
Non-Public	7	7	7	7	8	8	8	6	6	6	6	6

11. The total number of new providers by category quarterly.

	Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
Reg Homes		1	2			1			2			1
Large Homes					1	1						1
Preschool	1	1		1	2	1					3	
B/A School					1		1		8	4		
Exempt												
Non-Public												

12. The total number of closed providers by category quarterly.

	Oct 24	Nov	Dec	Jan 25	Feb	Mar	Apr	May	Jun	July	Aug	Sept
Reg Homes	2		3	2	2	3	2	2	5		2	2
Large Homes										1		
Preschool	1	2	1	1	3	1		1	2	2	3	
B/A School		1				1		1	7	2	2	
Exempt												
Non-Public								2				

13. The number of communications with providers to keep them abreast of not only legal changes but also up to date on relevant information in the child care arena. **PCLB Staff sent out 28 email blasts and three Newsletters to providers keeping them abreast of relevant information.**

Proposed Performance Measures/Standards October 1, 2025- October 1, 2026:

PCLB measured the following to ensure its goals and objectives were being accomplished:

1. The number of licenses, including certificates for exempt providers, timely issued. PCLB endeavors to meet this standard at 100%
2. The percentage of child care centers that receive 3 routine inspections per year. PCLB endeavors to meet this standard at 100%.
3. The percentage of child care homes that receive 2 routine inspections per year. PCLB endeavors to meet this standard at 100%.
4. The percentage of completion of the total number of licensing activities by month. PCLB has a minimum standard of 300 per month. PCLB endeavors to meet this standard at or higher than 100% (300 = 100%).
5. The total number of inspections by month.
6. The number of complaint investigations by month.
7. The number of unlicensed care investigations by month.
8. The number of trainings PCLB offers for prospective providers and existing providers by month.
9. The number of trainings taken by PCLB staff by month.
10. The total number of providers by category by month.
11. The total number of new providers by category quarterly.
12. The total number of closed providers by category quarterly.
13. The number of communications with providers to keep them abreast of not only legal changes but also up to date on relevant information in the child care arena.

Action: Celeste Fernandez made a motion to approve goals, objectives, performance measures and standards required by F.S. 189.0694 for December 1, 2025 – November 30, 2026 including presentation of report on achievement of goals for December 1, 2024 through November 30, 2025. Susan Weber seconded the motion. The motion passed unanimously.

b. Approval of Budget Amendment FY 2024-2025

Indirect cost increased for PCLB from 30.50% to 34.10% which increased the DOH in-kind contribution for administrative costs. This adjustment was made to ensure all Indirect Costs are financially accounted for in the budget.

Action: Celeste Fernandez made the motion to approve the Budget Amendment for FY 2024-2025. Susan Weber seconded the motion. The motion passed unanimously.

c. Approve Proposed 2026 Board Meeting Dates

Tuesday, January 13, 2026 @ 1:00 pm Special Meeting

Wednesday, March 11 at 6:30 p.m.

Wednesday, June 3 at 1:30 p.m.

Wednesday, September 16 at 6:30 p.m.

Wednesday, November 4 at 1:30 p.m.

Action: Celeste Fernandez made a motion to Approve Proposed 2026 Board Meeting Dates. Susan Weber seconded the motion. The motion passed unanimously.

d. Final Agency Action on Proposed Increases/Additions to Regulations/Minimum Standards

i. Increases/Additions to Minimum Standards for Children's Centers

a. To increase fee for Child Care Center Application Fee including changes to Application.

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

*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.*

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: Dr. Weber made a motion to increase fee for Child Care Center Application Fee including changes to Application. Kristen Gnage seconded the motion. The motion passed unanimously, with no Board Discussion

b. To increase Fee for Child Care 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

- ii. *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: Celeste Fernandez made a motion to increase Fee for Child Care Center License. Lynn Gibson seconded the motion. The motion passed unanimously, with no Board discussion.

c. To increase Fee for Preliminary Site Inspection (non-Mandatory)

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

iii. ***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: Dr. Weber made a motion to increase Fee for Preliminary Site Inspection (non-Mandatory). Kristen Gnage seconded the motion. The motion passed unanimously with no Board discussion.

d. To increase fee for filing for 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: Dr. Weber made a motion to increase Fee for Preliminary Site Inspection (Non-Mandatory). Kristen Gnage seconded the motion. The motion passed unanimously, with no Board discussion.

e. To add a new regulation requiring fee for Child Care Centers Exemption from licensure verification

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: Dr. Weber made a motion to add a new regulation requiring fee for Child Care Centers Exemption from licensure verification. Celeste Fernandez seconded the motion. The motion passed unanimously, with no Board discussion.

- f. **To add a new regulation requiring fee for reinspection(s) for Child Care Centers.**

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: Lynn Gibson made a motion to add a new regulation requiring fee for reinspection(s) for Child Care Centers. Dr. Weber seconded the motion. The motion passed unanimously with no Board discussion.

- g. To add a new regulation providing an annual increase of 3% for 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: Celeste Fernandez made a motion to add a new regulation providing an annual increase of 3% for fees for Child Care Centers. Kristen Gnage seconded the motion. The motion passed unanimously, with no Board discussion.

2. Increases/Additions to Minimum Standards for Family Child Care Homes

a. To increase Fee for Family Child Care Home and Large 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: Dr. Weber made a motion to increase Fee for Family Child Care Home and Large Child Care Home Application including changes to Application. Lynn Gibson seconded the motion. The motion passed unanimously, with no Board discussion.

b. To increase Fee for Family Child Care Home and Large Family Child Care Home filing petition for variance or waiver.

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: Celeste Fernandez made a motion to increase Fee for Family Child Care Home and Large Family Child Care Home filing petition for variance or waiver. Kristen Gnage seconded the motion. The motion passed unanimously, with no Board discussion.

c. To increase Fee for Family Child Care Home and Large Family Child Care Home to add overnight care.

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: Lynn Gibson made a motion to increase Fee for Family Child Care Home and Large Family Child Care Home to add overnight care. Dr. Weber seconded the motion. The motion passed unanimously with no Board discussion.

d. To add a new regulation requiring fee for reinspection(s) for Family Child Care Home and Large Family Child Care Home.

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: Dr. Weber made a motion to add a new regulation requiring fee for reinspection(s) for Family Child Care Home and Large Family Child Care Home. Celeste Fernandez seconded the motion. The motion passed unanimously, with no Board discussion.

- e. **To add a new regulation providing an annual increase of 3% for fees for Family Child Care Home and Large Family Child Care Home.**

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

Action: Celeste Fernandez made a motion to add a new regulation providing an annual increase of 3% for fees for Family Child Care Home and Large Family Child Care Home. Kristen Gnage seconded the motion. The motion passed unanimously, with no Board discussion.

e. **Decrease to CPR Regulations for Children’s Center’s**

Ms. Bornoff explained that the Florida Legislature made a decrease to the CPR requirement for children’s centers, lowering the current standard (see chart below) to only one person on staff being certified. Ms. Bornoff explained that the change to CPR did not affect the First Aid requirement. There was a question regarding how this will affect the current first aid requirement, which requires a certain number of staff to be trained in first aid (see chart below). The Board discussed the desire to raise the standard back to the recent requirement. A Special Board Meeting will be set up to discuss further.

Total number of child care personnel in direct supervision of children to meet staff to child operating ratios:	Total minimum number of child care personnel with Pediatric CPR certification on site when children are present:	Total minimum number of child care personnel with first aid training on site when children are present:
0-25	3	3
25-50	4	4
51-75	5	5
76-100	6	6
101+	7	7

Action: Celeste Fernandez made a motion to decrease the CPR regulation for Children’s Centers. Kristen Gnage seconded the motion. The motion passed unanimously.

F. Approve Children Center Licenses

Center Supervisor, Tammy Sharpe, recommended 4 centers for full licensure as set forth in board packet. All 4 centers have done a really good job. Two were supposed to be presented at previous Board meeting but needed additional inspection. Staff feel confident in recommending these 4 centers to the Board for approval.

Action: Lynn Gibson made a motion to approve 4 children’s centers for licensure. Celeste Fernandez seconded the motion. The motion passed unanimously.

G. Approve Family Child Care Home Licenses

Homes Supervisor, Julie Oliver, recommended 5 family child care homes, for full licensure as set forth in board packet. Three are brand new providers. Staff feel confident in recommending these 5 Family Child Care Homes to the Board for approval.

Action: Lynn Gibson made a motion to approve 5 family child care homes. Dr. Weber seconded the motion. The motion passed unanimously.

H. Executive Director’s Report

Staff are awaiting new laptops. They have been ordered and should be in soon.

Our annual financial audit with the new auditor is underway. They will report their findings at the March meeting.

V. 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

VI. Public Comment

The Pinellas County License Board welcomes input from Pinellas County citizens. Persons are advised that if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Please see Policy for Recording Meetings on Page 2.

VII. Staff Anniversaries

October
Deija Nevins – 3 years
Mary Jane Elder – 19 years
November
Tammy Sharpe – 5 years
Kay Velardi – 2 Years
Faith Bornoff – 8 years

VIII. Upcoming 2026 Meeting Dates

- Wednesday, March 11 at 6:30 p.m.
- Wednesday, June 3 at 1:30 p.m.
- Wednesday, September 16 at 6:30 p.m.
- Wednesday, November 4 at 1:30 p.m.

IX. Adjournment - Meeting was adjourned at 2:03 p.m.

Notice: This meeting is audio recorded by PCLB.

Respectfully Submitted,

Celeste M. Fernandez, Secretary

II.B. - Consent Agenda

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

**Tuesday, January 13, 2026, at 1:00 p.m.
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 special board meeting of the Pinellas County Licensing Board for Children's Centers and Family Child Care Homes was scheduled and properly notified for Tuesday January 13, 2026, at 8751 Ulmerton Road, Largo, FL, 33771, to begin at 1:00 p.m.

I. Call to Order

Jennifer Mekler called the meeting to order at 1:03 p.m.

Board Members:

Name	Title	Status
Jennifer Mekler	Board Chairperson	Present
Celeste Fernandez	Board Secretary	Present
Vince Nowicki	Pinellas County Commissioner	Present
Kristen Gnage	Board Member	Present
Dr. Susan Weber	Board Member	Present
Dorothy Duve`	Board Member	Absent
Lynn Gibson	Board Member	Absent
Brandy Dowling	Ex-Officio	Present

Attorney:

Attendee Name	Status
Colleen Flynn, Esq.	Present

Advisory Committee:

Attendee Name	Status
Sheila Haugabook	Absent
Elizabeth Krakowski	Present
Nancy McGreevy	Absent
Rob Lovelace	Absent
Chris Steurnagel	Present
Pamela Hinson	Absent

Staff Members Present:

Attendee Name	Title
Faith Bornoff	Executive Director
Tammy Sharpe	Centers Supervisor
Julie Oliver	Homes Supervisor
Jo Whitlock	Senior Clerk Homes

II. Action Item(s)

- A.** To find necessity to increase the Cardio-Pulmonary Resuscitation (CPR) regulation for Licensing Regulations Governing Pinellas County Children's Centers.

PCLB has the ability to increase regulations above state regulations, provided that it first finds its necessity (not that it merely prefer the increase) and then PCLB will be required to follow the requirements of a public hearing and then consideration by the Board.

Proposed Regulation:

VII. SAFETY, HEATH AND SANITATION

B. First Aid, Cardio-Pulmonary Resuscitation

- One child care personnel with current and valid certificate(s) of course completion for first aid training and one child care personnel with current and valid certification of course completion for pediatric cardiopulmonary resuscitation (CPR) procedures must be present at all times that children are in care. The same child care personnel may satisfy both requirements.
- By July 1, 2026**, the children's center shall maintain the following number of child care personnel with the **CPR certification** and first aid training that are on site at the children's center at all times children are in care. For child care personnel to count to meet requirement in the chart below, they shall be child care personnel assigned to provide direct supervision of children in care:

Total number of child care personnel in direct supervision of children to meet staff to child operating ratios:	<u>Total minimum number of child care personnel with Pediatric CPR certification on site when children are present:</u>	Total minimum number of child care personnel with first aid training on site when children are present:
0-25	<u>3</u>	3
25-50	<u>4</u>	4
51-75	<u>5</u>	5
76-100	<u>6</u>	6
101+	<u>7</u>	7

Director, on site when children are present, with pediatric CPR certification and first aid training may qualify as one of the child care personnel for purposes of meeting the above requirements. Documentation of pediatric cardiopulmonary resuscitation (CPR) certification and first aid training must be kept on file and available for licensing to review. Child care personnel satisfying the certification and training requirements shall be present at all times that children are in care at the children's center, and at least one child care personnel with the CPR certification and first aid training on field trips which includes all activities away from the program, and during all transportation activities.

FINDING OF NECESSITY: *PCLB finds it necessary, not merely desirable, to increase the number of child care personnel with CPR certification on site in direct supervision of children at all times for the safety of the children in Licensed Children's Centers. CPR is difficult and tiring to perform. One staff should be performing CPR while another is monitoring the person needing CPR while another staff person is on the phone with 9-1-1. It is often needed that the person performing CPR switch off with another certified person in order to avoid exhaustion. Other times, a person has "frozen" in a situation requiring CPR. Best practices require multiple individuals certified in CPR on site at all times while children are in care. The proposed ratio of child care personnel with CPR certification is necessary to ensure the safety of children in care.*

Reference: Chapter 61-2681, amended by Chapters 70-893 and 2007-277, Laws of Florida, Section VII.B. First Aid, Cardio-Pulmonary Resuscitation.

Implementation Date: July 1, 2026

BOARD ACTION: FIND NECESSITY TO INCREASE THE REGULATION REGARDING THE NUMBER OF CHILDCARE PERSONNEL REQUIRED TO HAVE CPR CERTIFICATION ON SITE.

Board Members and advisory board members discussed their concern about only one person at a Children's Center being CPR certified. Examples were shared when one person with CPR certification would not be sufficient to effectively act in the event of a respiratory emergency. The cost of CPR certification per person was discussed by board members and advisory board members. Recommendations from the American Heart Association, American Red Cross and The National Association for the Education of Young Children (NAEYC) were considered.

Board Member, Vince Nowicki, wanted to go on the record saying that law makers decreased this standard, and that since most of those serving on the PCLB Board are not elected officials, he questioned if the Board should change this rule locally.

Board Members decided that they would like to proceed with the finding of necessity and hold a public hearing on Tuesday, February 24, 2026 at 1:00 to allow the public to speak to the Board about a potential increase to the CPR regulation as outlined in the proposed regulation.

Action: Vince Nowicki made a motion to approve the finding of necessity to increase the Cardio-Pulmonary Resuscitation (CPR) regulation for Licensing Regulations Governing Pinellas County Children’s Centers. Celeste Fernandez seconded the motion. The motion passed unanimously.

III. Executive Directors Report

Faith Bornoff advised that a website update is in progress, new laptops for the Licensing Specialists are in and that IT is working to get them all set up. She also announced that a new administrative secretary is needed, and a search will be started to fill the position.

IV. Public Comments

A. Tina Abner of Early Child TC.com recommended, based on her many years of experience in the industry, that there be at least two staff members present who are certified in CPR at all times.

V. Upcoming Meeting Dates 2026

- A.** Tuesday, February 24, 2026 at 1:00 p.m. Public Hearing
- B.** Wednesday, March 11, 2026 at 6:30 p.m.
- C.** Wednesday, June 3, 2026 at 1:30 p.m.
- D.** Wednesday, September 16, 2026 at 6:30 p.m.
- E.** Wednesday, November 4, 2026 at 1:30 p.m.

VI. Adjournment

A. Jennifer Mekler adjourned the meeting at 1:45 p.m.

Respectfully Submitted,

Celeste M. Fernandez, Secretary

III- Action Items

A. Approve and Accept FY 2024-2025 Audit

Presented by: Moss, Krusick & Associates, LLC.

Hardbound copies provided at meeting and the auditor will provide a presentation at the meeting.

B. Approve Three (3) Children’s Center Licenses

Center Name	License Type	Capacity	Age Groups
Foundation of Learning Preschool, LLC	Day Nursery	20	2 years through 6 years
Four Seasons Preschool of Bardmoor	Day Nursery/School Age	85 including 30 infants	2 months through 6 years and SA
Higher Learning Christian Academy Inc.	Day Nursery/School Age	39	2 years through 6 years and SA
SPPF MASTR Kids Program at Gibbs	School Age	80	School Age

C. Approve Three (3) Family Child Care Home Licenses

Provider Name	Address	Capacity
Lakesha Royal	1034 11 th Ave. S. St. Petersburg 33705	6
Josette Matos	5564 58 th Ave. N. St. Petersburg 33709	6
Cierra Woods	3626 13 th Ave. S. St. Petersburg 33711	6

D. Approve One (1) Large Child Care Home Licenses

Provider Name	Address	Capacity
Valarie Jiles	3625 19 th Ave. S. St. Petersburg 33711	12

IV. Executive Director’s Report

V. Information Items

A. Annual Financial Report

PINELLAS COUNTY LICENSE BOARD REVENUE & EXPENSE BUDGET REPORT 10/01/25 - 09/30/26 (FY2526) ALL FUND SUMMARY												ADD EXPENSES TO LAPSE
ACCOUNT	ANNUAL	Amended	OCTOBER	NOVEMBER	DECEMBER	JANUARY	ALL FUNDS			PROJECTED	Lapse Factor as of 9/30/26	
	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	SPENT 9/30/2026	AVAILABLE BALANCE	% SPENT	and SPENT BALANCE		
TOTAL SALARIES	746,643	746,643	55,016.28	58,113.60	58,146.37	56,778.15	228,054.40	518,588.43	30.54%	228,054.40	518,588.43	
FICAMEDICARE	57,118	57,118	3,796.96	4,445.69	4,448.20	4,343.53	17,034.38	40,083.80	29.82%	17,034.38	40,083.80	
RETIREMENT	104,754	104,754	6,765.04	7,920.88	7,925.35	7,738.86	30,350.13	74,403.85	28.97%	30,350.13	74,403.85	
HEALTH/LIFE/DIS	339,330	339,330	10,010.88	26,550.95	29,416.07	29,476.19	95,454.09	243,875.91	28.13%	95,454.09	243,875.91	
TOTAL FRINGE BENEFITS	501,202	501,202	20,572.88	38,917.52	41,789.62	41,558.58	142,838.60	358,363.56	28.50%	142,838.60	358,363.56	
TOTAL SALARY AND BENEFITS	1,247,845	1,247,845	75,589.16	97,031.12	99,935.99	98,336.73	370,893.00	876,951.99	29.72%	370,893.00	876,951.99	
TELEPHONE	3,311	3,311	0.00	10.00	435.49	23.00	468.49	2,842.51	14.15%	468.49	2,842.51	
CELLULAR PHONES	5,787	5,787	37.68	0.00	37.68	1,498.23	1,573.59	4,213.41	27.19%	1,573.59	4,213.41	
AIR CARDS	0	0	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	
POSTAGE	2,184	2,184	0.00	186.09	0.00	529.01	715.10	1,468.90	32.74%	715.10	1,468.90	
PRINTING	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00%	0.00	1,000.00	
TRAVEL	15,000	15,000	114.81	1,213.03	925.57	1,262.42	3,515.83	11,484.17	23.44%	3,515.83	11,484.17	
EDUCATIONAL MATERIALS	200	200	0.00	0.00	0.00	0.00	0.00	200.00	0.00%	0.00	200.00	
OFFICE SUPPLIES	24,502	24,502	1,120.83	240.87	7.34	22,512.13	23,881.17	620.83	97.47%	23,881.17	620.83	
INFO. TECHNOLOGY	300	300	0.00	0.00	0.00	0.00	0.00	300.00	0.00%	0.00	300.00	
RENT- EQUIPMENT (COPIER)	1,680	1,680	0.00	125.73	106.43	222.37	454.53	1,225.47	27.06%	454.53	1,225.47	
SUBSCRIPTIONS/DUES	175	175	175.00	0.00	0.00	0.00	175.00	0.00	100.00%	175.00	0.00	
EQUIPMENT - COMPUTERS	0	0	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	
CONTRACTUAL- Audit	21,000	21,000	0.00	0.00	0.00	1,030.00	1,030.00	19,970.00	4.90%	1,030.00	19,970.00	
CONTRACTUAL- Legal Fees	40,000	40,000	11,265.83	1,711.00	3,687.50	2,714.00	19,378.33	20,621.67	48.45%	19,378.33	20,621.67	
CONTRACTUAL- Advertising	1,000	1,000	0.00	167.75	249.50	0.00	417.25	582.75	41.73%	417.25	582.75	
CONTRACTUAL-Janitorial	15,700	15,700	1,231.01	1,231.01	1,231.01	1,231.01	4,924.04	10,775.96	31.36%	4,924.04	10,775.96	
UTILITIES	19,271	19,271	2,581.03	139.59	1,898.67	1,315.59	5,934.88	13,336.12	30.80%	5,934.88	13,336.12	
FINGERPRINT	114	114	36.00	0.00	0.00	36.00	72.00	42.00	63.16%	72.00	42.00	
HR ASSESSMENT FEE	5,634	5,634	0.00	1,433.92	0.00	0.00	1,433.92	4,200.08	25.45%	1,433.92	4,200.08	
Misc/Conference	2,425	2,425	0.00	0.00	0.00	0.00	0.00	2,425.00	0.00%	0.00	2,425.00	
TOTAL OPERATING	159,283	159,283	16,562.19	6,458.99	8,579.19	32,373.76	63,974.13	95,308.87	40.16%	63,974.13	95,308.87	
ADMIN. COST/ FDOH In-Kind	296,035	296,035	18,513.54	23,066.85	23,818.43	23,537.92	88,936.74	207,098.26	30.04%	88,936.74	207,098.26	
ADMIN. COST JWB 17%	129,480	129,480	7,262.36	10,020.77	10,259.74	9,994.91	37,537.77	91,942.37	28.99%	37,537.77	91,942.37	
TOTAL ADMIN. COST 34.10%	425,515	425,515	25,775.90	33,087.61	34,078.17	33,532.82	126,474.51	299,040.63	29.72%	126,474.51	299,040.63	
ALL FUND TOTAL EXPENSES	1,832,643	1,832,643	117,927.25	136,577.72	142,593.35	164,243.31	561,341.64	1,271,301.49	30.63%	561,341.64	1,271,301.49	
REVENUE SOURCES (projected Received)												
JWB	900,699	900,699	49,982.12	69,738.91	71,036.65	68,801.48	259,559.15	641,139.90	28.82%	259,559.15	641,139.90	
DCF	367,731	367,731	30,644.25	30,644.25	30,644.25	30,644.25	367,731.00	(0.29)	100.00%	367,731.00	(0.29)	
FDOH	133,123	133,123	7,670.66	10,604.40	11,172.08	11,120.97	40,568.11	92,555.17	30.47%	40,568.11	92,555.17	
FDOH In-Kind	296,035	296,035	18,513.54	23,066.85	23,818.43	23,537.92	88,936.74	207,098.26	30.04%	88,936.74	207,098.26	
LB FEES & FINES	135,055	135,055	0.00	0.00	0.00	0.00	0.00	135,055.10	0.00%	0.00	135,055.10	
FUND BALANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	
ALL FUND TOTAL REVENUE	1,832,643	1,832,643	106,810.57	134,054.40	136,671.41	134,104.61	756,795.00	1,075,848.14	41.30%	756,795.00	1,075,848.14	

B. Statistical Report Regarding Licensing Activities

Statistical Report for January 2026												
	HOMES				CHILDREN'S CENTERS							
	FDCH		LFDCH		Preschool		B/A School		Exempt		Nonpublic	
Previous Months Totals	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity
Monthly Activity	185	1320	31	372	223	20231	125	18861	6	632	6	264
1. Temporary Permits 1st Time TP					2	97	2	117			1	17
2. Capacity Change - current licenses New capacity began						-4						
3. Closed - # with capacity					2	-121						
4. Corrections - from previous reports Explain below*												
Totals	185	1320	31	372	223	20203	127	18978	6	632	7	281

Monthly Tally Sheet Summary	Homes	FDCH	LFDCH	CC	Infant Spaces
Total Number	216	185	31	363	135
Total Capacity	1692	1320	372	40094	2872

Service Tasks/Licensing Activities	CENTERS	HOMES	OTHER/FOOD	MS inspections
Prelim inspections	0	1	0	0
Initial inspections	5	0	0	0
Routine/Renewal inspections	110	40	0	0
Complaint Investigations Only	18	0	0	0
Reinspection/Recheck Inspections	40	5	0	0
Technical Assistance or Consultation	15	2	0	0
Inspections/Visits for Change	3	0	0	0
Unlicensed Care Visits/Communications	2	0	0	0
Complaint/Intake Reports Taken/Written	8	0	0	0
Fines Given	10	0	0	0
CLASS I FINES GIVEN (all Class 1's for this month)	0	0	0	0
Trainings Given	4	0	0	0
Trainings Attended	2	0	0	0
Fine Hearings/Conferences/Staffing's	0	0	0	0
Checklists Completed (turned into Supervisor)	0	0	0	6
DCF Website Lookups	150	95	0	0
Other Activities	10	0	0	0
Number of Regular Licenses Issued (CARES)	20	15		
Temporary Licenses Issued (NEW) (CARES)	5	0		
Provisional Licenses Issued (CARES)	3	0		
Board Licenses Issued (CARES)	0	0		
Probational Licenses Issued (CARES)	0	0		
Licenses Closed (doors closed) (CARES)	2	0		
Number of Regular Inspections and Re-Inspections approved into CARES	150	43		
Number of Complaints Processed and Assigned	18	0		
Number of Complaint Inspections approved into CARES	12	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		
Number of Renewal Packets Created and Mailed/Sent out	29	18	0	
Number of Incoming Renewal Packets and Payments Received and Processed	31	25	0	
Number of Licenses/Exemption Letters Sent/Mailed out	27	18	0	
Number of Training Attendees Signed Up/Processed	19	3	0	
Number of Training Attendees Prepared (Materials) for	19	29	0	
Number of Trainings Schedules Prepared (and rooms booked)	1	0	0	
Number of Trainings Attended	0	0	0	
Other Activities (board mtgs, field ride along's)	0	1	0	
TOTALS	714	295	0	6

Total Number of Licensed Child Care Entities (facilities & homes) in the County as of the Last Day of each Month
579

Total licensed capacity of Licensed Child Care Entities (facilities & homes) in the County as of the Last Day of each Month
41786

Number of Licensed Child Care Entities with Class 1
0

Number of Licenses Issued
43

Number of Licenses Issued within Statutory Time Frames
43

Number of Provisional Licenses Issued
3

Number of Inspections and Re-Inspections Performed
201

Number of Complaints processed
18

Number of Other Licensing Activities
747

Number of Food Licensing Activities
0

Total Activities 1009

Totals Check 1009

C. Compliance Reports

1. Children's Centers Fine Report

Center	Fine Class	Reason	Date of Fine	Fine Amount	Due Date of Fine	Amount Paid	Date Paid
Kinder Care 885	3	Incomplete Enrollment info.	10/6/2025	\$25.00	10/21/2025	\$25.00	10/13/2025
Montessori By the Sea	3	Immunizations	10/15/2025	\$25.00	10/30/25	\$25.00	10/16/2025
Guardian Angels Cat. SCH	3	Expired immunizations	10/16/2025	\$25.00	10/31/2025	\$25.00	10/21/2025
Wonder Kidz Academy LLC	3	Safety, Health, Sanitation/Exposure Control	10/29/2025	\$30.00	11/13/2025	\$30.00	10/30/2025
Wonder Kidz Academy LLC	3	Records/Emergency Medical Release Form	10/29/2025	\$30.00	11/13/2025	\$30.00	10/30/2025
YMCA - Plumb	3	Personnel -Training	10/29/2025	\$25.00	11/13/2025	\$25.00	11/5/2025
The Learning Experience Clearwater	1	Supervision	10/30/2025	\$500.00	11/14/2025	\$500.00	10/30/2025
Genesis Chr. Aca. & PS	2	center closing log	10/30/2025	\$50.00	11/14/2025	\$50.00	11/10/2025
Promiselan d P.S at First Baptist Church	2	Supervision	11/7/2025	\$50.00	11/22/2025	\$50.00	11/20/2025

Promiseland P.S at First Baptist Church	2	Daily Attendance	11/7/2025	\$50.00	11/22/2025	\$50.00	11/20/2025
Higher Learning Christian Academy	2	Daily Attendance	11/18/2025	\$50.00	12/03/2025	\$50.00	12/1/2025
Artz 4 Life	2	Daily Attendance	11/19/2025	\$75.00	12/4/2025	\$75.00	12/5/2025
Kinder Care 531	1	Discipline	11/20/2025	\$500.00	12/5/2025	\$500.00	12/1/2025
Kinder Care 531	3	Indoor/Outdoor log	11/20/2025	\$25.00	12/5/2025	\$25.00	12/1/2025
YMCA Safety Harbor	3	Enrollment Information	11/20/2025	\$25.00	12/5/2025	\$25.00	12/1/2025
Infinite Potential LC	2	Transitions	11/24/2025	\$50.00	12/9/2025	\$50.00	12/9/2025
Lealman YMCA P.A	1	Child Discipline	11/24/2025	\$500.00	12/9/2025	\$500.00	12/9/2025
Harbor View-Palm Harbor	1	Discipline	11/25/2025	\$500.00	12/10/2025	\$500.00	12/12/2025
KinderCare 1037	2	Adult-Child Ratio	12/1/2025	\$60.00	12/16/2025	\$60.00	12/5/2025
Kairos P.S	3	Enrollment Information	12/3/2025	\$25.00	12/18/2025	\$25.00	12/3/2025

Kairos P.S	2	Maintained/Safe Outdoor eq.	12/3/2025	\$50.00	12/18/2025	\$50.00	12/3/2025
YMCA - Skycrest	3	Personnel -Training Course	12/8/2025	\$25.00	12/23/2025	\$25.00	12/12/2025
KinderCare 216	3	General Qualifications	12/11/2025	\$25.00	12/26/2025	\$25.00	1/5/2026
KinderCare 216	3	Formula Food/ Nutrition	12/11/2025	\$25.00	12/26/2025	\$25.00	1/5/2026
KinderCare 216	2	Hazards/Outdoor Playspace	12/11/2025	\$50.00	12/26/2025	\$50.00	1/5/2026
KinderCare 216	2	Fire Drill	12/11/2025	\$50.00	12/26/2025	\$50.00	1/5/2026
KinderCare 216	2	Daily Attendance/closing log	12/11/2025	\$50.00	12/26/2025	\$50.00	1/5/2026
KinderCare 216	2	Daily Atterndance/transitions	12/11/2025	\$50.00	12/26/2025	\$50.00	1/5/2026
LSF Connie Marmaro	3	Acknowledgement Form	12/19/2025	\$25.00	1/3/2026	\$25.00	1/6/2025
LSF Connie Marmaro	2	Screening	12/19/2026	\$60.00	1/3/2026	\$60.00	1/6/2025
Largo Country School	1	Background Screening	12/18/2025	\$500.00	1/2/2026	\$500.00	1/20/2026

Olympians Preschool	3	Immunization	1/6/2026	\$25.00	1/21/2026	\$25.00	1/9/2026
Genesis Chris. Ac & PS	3	Enrollment Information	1/7/2026	\$25.00	1/22/2026	\$25.00	1/16/2026
Blessed Sacrament Catholic School	3	Records-Emergency Medical Release Form	1/13/2026	\$25.00	1/28/2026	\$25.00	1/28/2026
St. Cecelia School	2	Updated Fire Inspection	1/20/2026	\$50.00	2/4/2026	\$50.00	1/22/2026
Espiritu Santo Catholic School	3	Acknowledgement Forms	1/20/2026	\$25.00	2/4/2026	\$25.00	1/21/2026
Roberts Recreation	2	Closing Log	1/21/2026	\$50.00	2/5/2026	\$50.00	1/28/2026
Saint Paul's SCH, INC	2	Background Screening	1/23/2026	\$50.00	2/7/26	\$50.00	1/29/2026
Saint Paul's SCH, INC	3	Enrollment Information	1/23/2026	\$25.00	2/7/26	\$25.00	1/29/2026
YMCA Perkins	2	Daily Attendance	1/26/2025	\$50.00	2/11/26	\$50.00	2/18/2026
Kairos Preschool	3	Personnel Training	1/27/2026	\$25.00	2/12/2026	\$25.00	1/27/2026
Sweet Peas Preschool	3	Safety,Health, Sanitation/Exposure Control	1/30/2026	\$25.00	2/14/2026	\$25.00	2/18/2026

Sweet Peas Preschool	3	Personnel / Employment History Check	1/30/2026	\$25.00	2/14/2026	\$25.00	2/18/2026
YMCA Plumb	3	Training	1/29/2026	\$30.00	2/13/2026	\$30.00	2/4/2026
Building Blocks at Clearwater, LLC	2	Adult-Child Ratio/not met	2/6/2026	\$50.00	2/21/2026	\$50.00	2/6/2026
YMCA - Belcher	3	Personnel Training	2/6/2026	\$25.00	2/21/2026	\$25.00	2/10/2026
Emergent Kids Preschool, LLC	2	Physical Environment - outdoor equipment	2/10/2026	\$50.00	2/25/2026	\$50.00	2/18/2026
Emergent Kids Preschool, LLC	2	Physical Environment - Fire Safety	2/10/2026	\$60.00	2/25/2026	\$60.00	2/18/2026
A Child's Place	3	Records - Facility - Enrollment Information	2/11/2026	\$25.00	2/26/2026	\$25.00	2/23/2026
Little One's Preschool of Clearwater	3	Records - Student Health Exam	2/12/2026	\$25.00	2/27/2026	\$25.00	2/26/2026
WonderKid z Academy LLC	3	Personnel Training - Mandatory Intro & Early Literacy	2/13/2026	\$30.00	2/28/2026	\$30.00	2/13/2026

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	3	Student Health Exam - a child did not have a student health form on file within 30 days of enrollment	11/4/2025	\$25	11/19/2025	\$25	12/16/2025
Dario Barcnas	3	Student Health Exam - a child did not have a student health form on file within 30 days of enrollment	2/4/2026	\$30	2/19/2026		

3. 100% Compliant Inspections in Children's Centers

November	December	January
Lew Williams Center for Early Learning	City of Gulfport Recreation Center	R'Club Pasadena
Gingerbread School Azalea	Learning Empowered Campus	KCE Champions @ St. Jude
R'Club Lemon Street	YMCA Azalea	Sonrise Christian Preschool
YMCA Tarpon Elementary	R'Club Gulfport	R'Club Fairmount Park
Young Days	Keswick Kids Inc.	YMCA Jamerson
Cop's 'N' Kid's Youth Center	Kidz World Preschool	YMCA Westgate
St. Ignatius ECC	Our Savior Lutheran Church & School	Palm Harbor Creative Learning Ac.
Bright Beginnings Preschool	YMCA Madeira Beach	The Robin's Nest
YMCA Highland Lakes	Child's Park YMCA	Kids Corner
The Growing Tree	St. Luke ECC	The Growing Place Preschool
O2B Kids Palm Harbor	YMCA Lake St. George	YMCA Ozona
The Ohana Preschool	Suncoast Waldorf School	Elisa Nelson R'Club
Union Academy Family Center	Gan Chaya Preschool	Palm Harbor Montessori Academy

R'Club Community Pride @ Gateway	Stars & Comets	Ross Norton Recreation Center
Little Learning Preschool	City of Dunedin – Dunedin	Skycrest Christian School
Trinity Presbyterian	Leap Forward	R'Club McMullen Booth
YMCA Forest Lakes	YMCA Leila Davis	Mildred Helms Elementary
YMCA Oldsmar	LSF Tarpon Springs	Cornerstone Christian School
KCE @ Espiritu Santo	YMCA Sunset Hills	My Friends Learning Center
R'Club ELA @ US 19 & Ulmerton	YMCA Curlew Creek	B & G Wood Valley
YMCA Curtis	The Sprout Academy Largo	YMCA Lynch
Riviera Day School	Kids Connection	Happy Days Academy
Fundamentals Early Learning LLC	LSF Los Caminos	R'Club Rawlings
Sacred Heart Catholic School	Washburn Academy Inc.	Magnolia Dayschool Pinellas Park
City of Largo SW Recreation Complex	R'Club Sandy Lane	YMCA Sawgrass
Little Lambs Christian Preschool	The Sprout Academy Montessori	Willis S. Johns Recreation Center
Oakhurst Learning Center	YMCA Oldsmar	St. Petersburg Primary School
R'Club Walsingham Oaks	Safety Harbor Community Center	Gates & Bridges
Country Day School	Dunedin Academy & Day School INC	YMCA Melrose
Academy of Love & Learning	Highland Recreation Center	Sunshine Preschool
Frank W. Pierce Recreation Center	Little Pals Preschool	Starling School #1 & Star Camp
YMCA Baypoint	A Child's Choice	Arqam's Academy INC
Accelerated Learning Centers of Amer.	R'Club Pinellas Park	Infinite Potential Learning Academy
Happy Workers An R'Club ELA	Liberty Christian School	R'Club James B Sanderlin
YMCA Maximo	The Sprout Academy Pinellas Park	R'Club Midtown
Alegria Montessori School	Faithful Beginnings	Bardmoor YMCA Preschool Academy
Retmus Academy of Learning LLC	Promiseland Preschool	St. Pete Beach Community Center
Family Center On Deafness	KCE @ Holy Family	Lealman & Asian NFC
YMCA Starkey	B & G Pinellas Park	Discovery Bay Preschool
Sweet Peas Preschool & Elementary	Creative Learning Center	Blossom Montessori SCH for Deaf
Gladden Park Recreation Center	Seminole UM Academy	New Beginnings Preschool
YMCA Mt. Vernon	Bay Pines Evangelical Lutheran SCH	YMCA Orange Grove

Tweety B's	B & G Club Ridgecrest	LSF Rainbow Village
	Christ the King Christian School	YMCA Anona
	Canguros	Write Start Learning Center
	R'Club Lakeview	YMCA Fuguitt
	Speer YMCA Preschool Academy	YMCA Oakhurst
	YMCA Campbell Park	R'Club Seminole
	B & G Northside	The Learning Center
	SPPF Friendship	YMCA North Shore Elementary
	LSF Jordan Park	Highpoint NFC
	R'Club Bay Vista	The Canterbury SCH of FL
	R'Club Skyview	Shore Acres Recreation Center
	The Sprout Academy St. Petersburg	LSF Highpoint
	R'Club Lealman	
	St. Petersburg Primary Prep	
	YMCA Pinellas Central	
	YMCA Sexton	
	Grace Children's Center	
	Truth & Life Christian Academy	
	YMCA Woodlawn	
	Tampa Bay Turners Gymnastics & Swimming	
	The Experiential School of TB	

4. 100% Compliant Inspections in Family Child Care Homes

November	December	January
Cierra Woods	Betty Butler	Teresa Piper
Diane Pinta	Dorothy Jenkins	Jackie Hilton
Diana Luna	Lori Wells	Veronica Ross
Susan Daniels	Carrie Gonzalez	Yolanda Jenkins

Lisa Marie Cristoph	Laurie Murphy	Patricia Jones
Emilia Massion	Diana Duke	Yvonne Martin
Candy Merrell	Kimberly Ryder	Alexis Dunbar
Merlita Jones	Dijana Jerkic	Valarie Jiles
Filma Wallace	Waleska Jimenez	Josette Matos
Donna Owens	Kimberly Suthard	Dolores Givens
Dawn Porcelli	Melissa Belanger	Mazine Salter-Williams
Shanoah Washington	Cheryl Hall	Stephanie Martin
Alvern Brown	Imaani Bilal	Jeanette Mann
Darlen Madden	Andi McLaren-Bell	Sonya Anderson
Irma Maxwell	Donna Johnson	Tiffany Bell
Christine F. Phillips	Odalis Cintra	Barbara Edwards
Nathalie Moise	Karen Cuatt	Shirley Williams
Mary Kelley	Misty Swanson-Sykes	Kamielya Jordan
Monica Pittman	Aida Diaz	Juleana Francis
	Deborah Fleck	Zoraya Pacheco
	Deborah Hamilton	Beatriz Reyes
	Anna Precourt	Claudia Cuervo
	Shendoria Middlebrooks	Sheronica Stubbs
	Judy Drayton	Tiashemmer Holley
	Neshia Cohen	Andrea Gast
	Lucile Jerger	Linda Marhica
		Susan Fernandez
		Maria LeGare
		Maria Phelan
		Talisha Ghansiam
		Asha Parmar
		Christine Lawson
		Andrea Pena

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

Name	Date Closed	Reason
The Stepping Stone Day Care	12/15/25	Operator Decision
Clearwater NFC	12/31/25	Change of Ownership
Family Recourses Skyview	12/19/25	Program relocating
Learning Adventures Preschool	1/20/26	Change of Ownership
Cornerstone Christian School	1/22/26	Change of Ownership
Gwen Hearn	11/1/25	personal
Alexis Dunbar	11/3/25	moving
Delores Smith	11/10/25	Reg home to a Large Home
Lynda Johnson	11/20/25	personal
Cynthia Stephens	12/10/25	Reg home to a Large home
Brittney Patillo	12/10/25	Reg home to a Large home
Felicia Mills	12/15/25	Working outside the home

VI. Public Comment

The Pinellas County License Board welcomes input from Pinellas County citizens. Persons are advised that if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Please see Policy for Recording Meetings on Page 2.

VII. Staff Anniversaries

<p>March Julie Oliver- 25 years Kathi Merino – 11 years</p>
<p>April None</p>
<p>May None</p>

VIII. Upcoming 2026 Meeting Dates

Wednesday, June 3 at 1:30 p.m.

Wednesday, September 16 at 6:30 p.m.

Wednesday, November 4 at 1:30 p.m.

IX. Adjournment