

**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**

**APPROVED Minutes**

Our mission is to protect and promote the health, safety and mental development of children cared for in Children's Centers and Family Child Care Homes in Pinellas County.

The 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:**

<b>Name</b>	<b>Title</b>	<b>Status</b>
Vince Nowicki	Board Member	Present
Celeste Fernandez	Board Secretary	Present
Kristen Gnage	Board Member	Present
Jennifer Mekler	Board Chairperson	Present
Dorothy Duve`	Board Member	Absent
Dr, Susan Weber	Board Member	Present
Lynn Gibson	Board Member	Absent
Brandy Dowling	Ex-Officio	Present

**Attorney:**

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

**Advisory Committee:**

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

**Staff Members Present:**

<b>Attendee Name</b>	<b>Title</b>
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**

1. 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.
2. **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:	<b><u>Total minimum number of child care personnel with Pediatric CPR certification on site when children are present:</u></b>	Total minimum number of child care personnel with first aid training on site when children are present:
0-25	<b><u>3</u></b>	3
25-50	<b><u>4</u></b>	4
51-75	<b><u>5</u></b>	5
76-100	<b><u>6</u></b>	6
101+	<b><u>7</u></b>	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,



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**Celeste M. Fernandez, Secretary**