

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

REGULAR MEETING
November 4, 2026, 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.

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 November 4, 2026, at 8751 Ulmerton Road, Largo, FL, 33771, at 1:30pm.

- I. Call to Order**
 - A. Announcements**
- II. Consent Agenda**
 - A. Approve minutes from Board Meeting on September 16, 2026 (pg. 5)**
- III. Action Items**
 - A. Appointment of Board Secretary for FY 2027 (pg. 10)**
 - B. Approve Goals, objectives, performance Measures and Standards to as required by F.S. 189.0694 for December 1, 2026 – November 30, 2027 including presentation of report on achievement of goals for December 1, 2025 through November 30, 2026 (pg. 10)**
 - C. Approve Final Financial Report for FY26 (pg. 14)**
 - D. Approve changes to PCLB regulations to comply with DCF changes to state regulations Child Abuse & Neglect Reporting Requirements form (acknowledgement form) (pg. 15)**
 - E. Review and Approve Proposed 2027 Board Meeting Dates (pg.16)**
 - F. Approve One (1) Children's Center Licenses (pg. 16)**
 - G. Approve Two (2) Family Child Care Home Licenses (pg. 16)**
- IV. Executive Director's Report (pg. 17)**

V. Information Items

A. Statistical Report Regarding Licensing Activities (pg.17)

B. Compliance Reports

1. Children's Centers Fine Report (pg.18)
2. Family Child Care Homes Fine Report (pg. 19)
3. 100% Compliant Inspections in Children's Centers (pg. 20)
4. 100% Compliant Inspections in Family Child Care Homes (pg.22)
5. Closed Child Care Centers and Family Child Care Homes (pg.23)

VI. Public Comment (pg. 23)

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. 24)

VIII. Upcoming 2026 Meeting Dates (pg. 24)

IX. Adjournment (pg. 24)

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
QUARTERLY BOARD MEETING**

Wednesday, September 16, 2026, at 6:30 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 Board Meeting of the Pinellas County Licensing Board for Children's Centers and Family Child Care Homes was scheduled and properly noticed for Wednesday September 16, 2026, at 8751 Ulmerton Road, Largo, FL, 33771, at 6:30pm.

I. Call to Order

Jennifer Mekler called the meeting to order at 6:32 p.m.

Board Members:

Name	Title	Status
Vince Nowicki	Board Member	Present
Celeste Fernandez	Board Secretary	Absent
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	Present
Brandy Dowling	Ex-Officio	Absent

Attorney:

Attendee Name	Status
Colleen Flynn, Esq.	Present

Advisory Committee:

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

Staff Members Present:

Attendee Name	Title
Faith Bornoff	Executive Director
Tammy Sharpe	Centers Supervisor
Ilise Bishop	Homes Supervisor
Madeline Canning	Staff Assistant
Thanh 'Ivy' Huynh	Budget Supervisor
Berta Coutin	Accountant III

II. Consent Agenda**A. Approve minutes from Board Meeting on June 3, 2026**

Action: Dr. Susan Weber made a motion to accept the minutes from the June 3, 2026 Board Meeting. Kristen Gnage seconded the motion. The motion passed unanimously.

III. Action Items**H. Election of Chairman/Appointment of Secretary for FY27**

Colleen Flynn explained the PLCB bylaws and process for the Board to elect or reelect the Chairman and that there is no limit on the number of terms the Chairman can serve. Once elected, the Chairman appoints the Board secretary. Jennifer Mekler stated that she would agree to continue as Chairman. Due to Celeste Fernandez's absence, Jennifer Mekler stated that if she is elect Chairman, appointment of secretary will take place at the next board meeting.

Action: Dr. Susan Weber made a motion to reelect Jennifer Mekler as Chairman for FY27. Lynn Gibson seconded the motion. The motion passed unanimously.

I. Review responses to RFP and select Auditor for FY 25-26

Faith Bornoff presented the responses to the RFP for the FY25-26 audit. Out of 8 responses, 5 bids were eligible, meeting the Board's criteria for audit. Moss Krusick & Associates LLC (MKA), Thomas Howell Ferguson PA (THF), James Moore & Co and Carr Riggs Ingram were the top contenders. MKA and THF were within budget and conducted previous audits for PCLB. James Moore bid was priced lowest, within budget, and has multiple years of experience with special districts. Fees, convenience and using a new auditor versus using an auditor that PCLB has worked with before was discussed.

Action: Commissioner Vince Nowicki made a motion to select James Moore as the Auditor for FY25-26. Dr. Weber seconded the motion. The motion passed unanimously.

J. Approve Amendment to FY26 Budget

Faith Bornoff and Ivy Huynh presented the amendment to the FY26 budget. Funds were reduced from fringe benefits and reallocated to salaries and training.

Action: Commissioner Nowicki made a motion to approve the amendment to the FY26 budget. Kristen Gnage seconded the motion. The motion passed unanimously.

K. Approve Amendment to FY27 Budget

Faith Bornoff presented the amendment to the FY27 budget. Similar adjustments as FY26 were made to fringe benefits, salaries and auditing.

Action: Dr. Weber made a motion to approve the amendment to the FY27 budget. Commissioner Nowicki seconded the motion. The motion passed unanimously.

L. Approve changes to PCLB regulations to comply with DCF changes to state regulations

Faith Bornoff presented that DCF recently approved changes to state regulations. PCLB must revise and approve its regulations to meet the state minimum requirements mandated by DCF. There were many “clean up” changes to the state regulations for both homes and centers as well as many substantive changes in various areas. The following changes were discussed specifically (but are not inclusive of all changes):

- Diapering supply storage
- Crib requirements that nothing be placed on top of a crib
- A corded phone is no longer needed – a cell phone suffices
- Vehicle alarms
- Pet vaccination documentation
- Safe school officers, security and fire safety plan
- Cleaning of bottle warming devices
- Childcare personnel requirements related to:
 - o In-person CPR training and documentation
 - o Shortening the time frame for clearinghouse roster updates
 - o Training requirements upon rehire (break in service)

Several changes were made to the wording and spelling of regulations as well as statutory citations and internet addresses. Lynn Gibson asked how long PCLB is requiring providers to have distracted driving and flu brochures available. Faith Bornoff confirmed that they are no longer required and providers will not receive compliance violations regarding those brochures.

Action: Dr. Weber made a motion to approve the changes to PCLB regulations to comply with new and revised DCF regulations. Commissioner Nowicki seconded the motion. The motion passed unanimously.

M. Approve Five (5) Children’s Center Licenses

Tammy Sharpe presented the board with five (5) childcare centers with recommendation for full licensure. Alegria Montessori School moved locations and had already been a licensed center. Bliss Learning, Pilgrim Child Development Center and Tampa Bay International School all did well on

inspections. St Petersburg Christian Preschool is changing to religious exempt status.

Action: Commissioner Nowicki made a motion to approve five (5) children's center licenses. Kristen Gnage seconded the motion. The motion passed unanimously.

N. Approve One (1) Family Child Care Home License

Elise Bishop presented one (1) large family home childcare with recommendation of full licensure. The provider did well on inspections while on her temporary permit.

Action: Lynn Gibson made a motion to approve one (1) family child care home license. Dr. Weber seconded the motion. The motion passed unanimously.

V. Executive Director's Report (pg. 14)

Faith Bornoff provided the proposed 2027 meeting dates for review. The dates will be voted on at the next board meeting. Ms. Bornoff announced the most recent staffing updates. All three specialist positions have been filled by new hires Monica Burney and Diana Jahovaj and current staff assistant Madeline Canning. The staff assistant position will be reposted. Ms. Bornoff stated that all childcare centers and homes will be provided with the new DCF and PCLB regulations. Lynn Gibson asked if PCLB will switch to using online childcare renewal applications. Faith Bornoff explained that as a local-level special district, there is certain electronic access that PCLB does not have. For online applications and payment, funding and state approval must be secured and IT must vet and produce an electronic platform for PCLB to use. The Board discussed using electronic materials rather than paper at future board meetings.

V. Information Items

A. Annual Financial Report (pg. 15)

B. Statistical Report Regarding Licensing Activities (pg. 16)

C. Compliance Reports

1. Children's Centers Fine Report (pg. 17)

Lynn Gibson asked for more information about YMCA Starkey's Class 1 fine. Tammy Sharpe explained that the violation was for inappropriate discipline of a child.

2. Family Child Care Homes Fine Report (pg. 18)

3. 100% Compliant Inspections in Children's Centers (pg. 18)

4. 100% Compliant Inspections in Family Child Care Homes (pg. 20)

5. Closed Child Care Centers and Family Child Care Homes (pg. 22)

Chris Steurnagel asked when the new regulations will take effect. Faith Bornoff stated that per DCF, all changes to the regulations were effective as September

1st, 2026; however, PCLB was not notified of the changes until August 31st, 2026. Centers and providers will be allowed a grace period to make the necessary changes. Most immediately, Clearinghouse rosters are to be updated with new personnel within 5 days of hire and old personnel are to be removed within 5 days of termination.

VI. Public Comment

A. No Public Comment

VII. Staff Anniversaries

September
Maranielly Vazquez – 3 years
October
Mary Jane Elder – 20 years
Deija Nevins – 4 years
November
Faith Bornoff – 9 years
Tammy Sharpe – 6 years

VIII. Upcoming 2026 Meeting Dates

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

IX. Adjournment

A. Jennifer Mekler adjourned the meeting at 7:34 p.m.

Respectfully Submitted,

Celeste M. Fernandez

III. Action Items

A. Appointment of Board Secretary for FY27

B. Approve Goals, objectives, performance Measures and Standards to as required by F.S. 189.0694 for October 1, 2026 – November 30, 2027 including presentation of report on achievement of goals for December 1, 2026 through November 30, 2027.

F.S. 189.0694

(1) Beginning October 1, 2026, or by the end of the first full fiscal year after its creation, whichever is later, each special district must establish goals and objectives for each program and activity undertaken by the district, as well as performance measures and standards to determine if the district's goals and objectives are being achieved. (2) By December 1 of each year thereafter, each special district must publish an annual report on the district's website describing: (a) The goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination. (b) Any goals or objectives the district failed to achieve.

Performance Measures/Standards October 1, 2025 – September 30, 2026

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.
610 licenses at 100%
2. The percentage of child care centers that receive 3 routine inspections per year. %.
All centers received 3 inspections based on their renewal date.
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 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
693	773	860	1009	833	756	1260	1114	816	706	906	978

5. The total number of inspections by month.

Oct 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
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194	142	195	201	163	160	183	166	153	116	184	213
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6. The number of complaint investigations by month.

Oct 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
17	16	13	18	10	17	12	23	18	17	16	18

7. The number of unlicensed care investigations by month.

Oct 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
2	1	0	2	0	0	1	0	0	0	2	1

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

Oct 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
6	4	2	4	7	6	2	10	2	7	14	3

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

Oct 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
19	9	0	2	10	19	9	10	7	2	8	4

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

	Oct 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
Reg Homes	195	191	188	185	185	184	183	185	183	183	183	187
Large Homes	28	28	29	31	31	30	30	30	30	30	30	30
Preschool	227	245	224	223	223	222	222	224	224	223	226	223
B/A School	127	127	127	125	127	127	127	127	126	127	125	123
Exempt	4	5	5	6	6	6	7	6	6	6	6	6
Non-Public	6	6	6	6	7	7	7	7	6	6	6	6

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

	Oct 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
Reg Homes	1	1	0	0	1	0	2	0	1	0	3	1

Large Homes	0	1	2	0	0	0	0	0	0	0	0	1
Preschool	1	1	0	2	3	1	4	0	2	4	2	0
B/A School	0	0	0	2	0	0	0	3	1	0	0	1
Exempt	1	0	1	0	0	0	0	0	0	0	0	0
Non-Public	0	0	0	1	0	0	0	0	0	0	0	0

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

	Oct 25	Nov	Dec	Jan 26	Feb	Mar	Apr	May	Jun	July	Aug	Sept
Reg Homes	5	4	3	0	3	1	0	2	1	0	1	1
Large Homes	0	0	0	0	0	0	0	0	0	0	0	0
Preschool	3	2	1	2	4	1	2	0	3	1	5	1
B/A School	0	0	2	0	0	0	0	2	0	2	2	0
Exempt	0	0	0	0	0	0	0	0	0	0	0	0
Non-Public	0	0	0	0	0	0	0	1	0	0	0	0

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 27 email blasts to providers keeping them abreast of relevant information.

Proposed Performance Measures/Standards October 1, 2026- October 1, 2027:

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.
14. The number of communications with providers to keep them abreast of not only

C. Approve Final Financial Report for FY26

PINELLAS COUNTY LICENSE BOARD
REVENUE & EXPENSE BUDGET REPORT
10/01/25 - 09/30/26 (FY2526)
ALL FUND SUMMARY

ALL FUND SUMMARY				3 Pay periods												3 Pay periods		ALL FUNDS	
ACCOUNT	ANNUAL BUDGET	Amendment 1	Amendment 21	Amended BUDGET	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	ALL FUNDS		
					ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	SPENT 9/30/2026
TOTAL SALARIES	746,643	(5,864)	11,129	751,908	55,016.28	58,113.60	58,146.37	56,778.15	55,181.32	82,699.15	54,720.18	46,692.90	53,509.47	49,324.91	54,715.19	83,866.67	190.58	708,554.97	
PICAMEDICARE	57,118	(449)	(851)	55,818	3,796.96	4,445.69	4,448.20	4,343.53	4,221.39	6,326.48	4,186.09	3,572.01	4,063.47	3,773.36	4,185.71	6,415.80	831.95	54,640.64	
RETIREMENT	104,754	(823)	(1,361)	102,570	6,765.04	7,920.88	7,925.35	7,788.88	7,521.24	11,222.33	7,425.32	6,364.24	7,293.34	6,920.28	7,876.54	11,766.40	1,525.78	98,065.70	
HEALTH/LEADS	339,330	(318)	(8,716)	330,296	10,010.88	29,550.95	29,416.07	29,476.19	27,384.11	41,068.28	26,432.95	12,497.89	23,059.82	22,495.25	24,337.18	38,067.94	4,338.85	313,956.33	
TOTAL PRINCE BENEFITS	501,202	(1,569)	(11,129)	488,504	20,572.88	38,917.52	41,789.62	41,558.56	38,126.74	58,547.89	38,044.36	22,442.11	34,446.64	33,168.89	36,399.43	54,836.23	6,696.57	466,562.97	
TOTAL SALARY AND BENEFITS	1,347,845	(7,453)	0	1,340,392	75,588.16	97,031.12	99,335.59	98,736.73	94,308.26	141,346.24	92,764.54	68,117.01	87,856.11	82,513.80	91,114.82	138,716.90	8,887.16	1,175,517.64	
TELEPHONE	3,311	0	0	3,311	0.00	10.00	435.49	23.00	10.00	1,254.49	39.92	2,082.11	32.00	33.34	38.99	241.52	12.84	5,039.00	
CELLULAR PHONES	3,787	0	0	3,787	37.88	0.00	37.88	1,498.23	824.53	824.53	524.25	524.39	0.00	524.59	524.53	524.53	524.82	3,769.76	
AIR CARDS	0	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	
POSTAGE	2,184	0	0	2,184	0.00	186.09	0.00	529.01	0.00	0.00	102.10	239.58	0.00	0.00	165.32	0.00	137.81	1,359.91	
PRINTING	1,000	0	0	1,000	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	
TRAVEL	15,000	0	0	15,000	114.51	1,213.03	925.57	1,292.42	1,167.43	1,409.72	1,196.35	1,097.12	0.00	1,162.53	866.99	1,802.69	1,495.24	13,745.91	
EDUCATIONAL MATERIALS	200	0	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	
OFFICE SUPPLIES	24,302	7,453	0	31,755	1,120.83	240.87	7.34	22,512.13	0.00	0.00	389.25	466.56	0.00	20,829.60	3,504.22	6,440.67	0.00	55,311.47	
INFO TECHNOLOGY	300	0	0	300	0.00	0.00	0.00	0.00	25.00	0.00	25.00	25.00	6.74	0.00	0.00	0.00	0.00	81.74	
RENT-EQUIPMENT (COPIER)	1,580	0	0	1,580	0.00	125.73	0.00	198.43	222.37	0.00	103.16	195.27	0.00	125.68	0.00	0.00	0.00	848.64	
SUBSCRIPTIONS/DOCS	175	0	0	175	175.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00	
EQUIPMENT - COMPUTERS	0	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	
CONTRACTUAL - Audit	21,000	0	0	21,000	0.00	0.00	0.00	1,030.00	10,500.00	8,470.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	
CONTRACTUAL - Legal Fees	40,000	0	0	40,000	11,266.53	1,711.00	3,897.50	2,714.00	2,182.00	1,244.00	1,829.00	1,299.75	5,015.00	2,183.00	3,750.00	5,730.00	0.00	42,862.08	
CONTRACTUAL - Advertising	1,000	0	0	1,000	0.00	167.75	249.50	0.00	(645.00)	0.00	0.00	0.00	0.00	0.00	0.00	176.25	0.00	(54.50)	
CONTRACTUAL - Janitorial	15,700	0	0	15,700	1,231.01	1,231.01	1,231.01	1,231.01	1,231.01	0.00	1,231.01	1,231.01	0.00	1,231.01	0.00	1,040.63	0.00	10,888.71	
UTILITIES	19,271	0	0	19,271	2,581.03	139.59	1,898.67	1,315.59	1,856.75	1,028.15	1,594.47	1,061.00	3,010.52	851.13	333.05	1,153.54	0.00	16,766.49	
FINGERPRINT	0	0	0	0	114	36.00	0.00	36.00	0.00	0.00	0.00	0.00	0.00	48.00	0.00	0.00	0.00	120.00	
HR ASSESSMENT FEE	5,834	0	0	5,834	0.00	1,433.32	0.00	0.00	0.00	0.00	1,015.69	1,015.69	0.00	0.00	1,100.82	72.00	0.00	4,637.92	
Misc/Conference	2,425	0	300	2,725	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00	
TOTAL OPERATING	159,283	7,453	300	167,036	16,562.19	6,438.99	8,579.19	32,373.76	16,931.72	14,614.07	8,049.32	8,363.21	8,190.52	26,963.26	10,313.62	18,781.83	2,170.51	178,772.13	
ADMIN COST/ PDOR In-Kind	296,035	0	0	296,035	18,513.54	23,099.85	23,818.43	23,537.92	22,849.08	34,253.76	22,302.87	16,955.18	18,184.28	19,160.98	20,891.88	33,782.25	546.35	277,662.08	
ADMIN COST/ JRE 1%	129,480	0	(300)	129,180	7,202.36	10,020.77	10,256.74	9,264.91	9,310.05	13,945.51	9,329.94	6,613.74	11,808.77	9,975.25	10,716.41	13,535.21	1,603.17	123,222.54	
TOTAL ADMIN COST/ JRE 1%	425,515	0	0	425,515	25,715.90	33,080.61	34,075.17	33,532.82	32,159.12	48,199.27	31,632.71	23,568.90	28,993.03	28,137.21	31,608.29	47,302.36	2,308.52	400,885.61	
ALL FUND TOTAL EXPENSES	1,832,643	0	0	1,832,643	117,327.25	136,577.72	142,593.35	164,243.31	143,319.10	204,159.38	132,446.57	101,649.12	126,139.66	137,514.21	132,498.33	204,801.19	11,406.19	1,735,275.38	
REVENUE SOURCES (projected Received)																			
JWS	900,699	0	0	900,699	49,982.12	66,738.91	71,036.65	68,801.48	64,075.11	95,989.53	65,224.89	47,203.88	81,289.01	61,797.51	75,104.74	99,904.60	12,410.06	862,567.49	
DCF	367,731	0	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	368,375.25	
PDOR	134,123	0	0	134,123	7,970.66	10,804.40	11,172.08	11,120.87	11,120.87	18,591.75	11,120.96	9,914.75	11,153.59	11,109.94	11,109.93	16,894.44	1,339.79	141,080.80	
PDOR In-Kind	296,035	0	0	296,035	18,513.54	23,099.85	23,818.43	23,537.92	22,849.08	34,253.76	22,302.87	16,955.18	18,184.28	19,160.98	20,891.88	33,782.25	546.35	277,662.08	
LB FEES & FINES	135,055	0	0	135,055	4,948.85	7,823.48	7,960.99	30,113.28	7,895.92	12,905.65	6,915.84	10,095.09	7,218.28	6,408.55	15,490.04	3,873.20	0.00	128,889.19	
FUND BALANCE	0	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	
ALL FUND TOTAL REVENUE	1,832,643	0	0	1,832,643	117,339.42	141,877.86	143,562.40	164,217.89	136,555.31	190,474.94	135,808.81	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	30,644.25	1,208,522.14	

D. Approve changes to PCLB regulations to comply with the State of Florida Regulations, eliminating the requirement to have employees sign the Child Abuse & Neglect Reporting Requirement's (acknowledgement form) upon hire and each year thereafter.



Child Abuse & Neglect Reporting Requirements

Centers – Acknowledgment Form

All child care personnel are mandated by law to report their suspicions of child abuse, neglect, or abandonment to the Florida Abuse Hotline in accordance with Chapter 39.201 of the Florida Statutes (F.S.).

- Child care personnel must be alert to the physical and behavioral indicators of child abuse and neglect. "Child Abuse or Neglect" is defined in s. 39.201, F.S., as "harm or threatened harm" to a child's health (mental or physical) or welfare by the acts or omissions by a parent, adult household member, other person responsible for the child's welfare or for purposes of reporting requirements by any other person.
- Categories include:
 - Physical Abuse or Neglect (i.e., unexplained bruises, hunger, lack of supervision...)
 - Emotional Abuse or Neglect (i.e., impairment in the ability to function, depression...)
 - Sexual Abuse (i.e., withdrawal, excessive crying, physical symptoms...)
- Reports must be made immediately to the centralized Florida Abuse Hotline Information System by
 - Telephone at 1-800-96-ABUSE (962-2873), or
 - Fax at 1 800-914-0004, or
 - Online at <http://www.dcf.state.fl.us/abuse/report/>.
- Failure to perform duties of a mandatory reporter pursuant to s 39.201, F.S., constitutes a violation of the standards in ss. 402.301-319, F.S., and is a felony of the third degree. **Remember**, it is each child care personnel's responsibility to report suspected abuse and/or neglect.
- All reports are confidential. However, persons who are mandated reporters (such as child care personnel) are required to give their name when making a report.
- It is important to give as much identifying information and factual information as well as physical and behavioral indicators of abuse and neglect when making a report.
- Any person, when acting in good faith, is immune from liability in accordance with s. 39.203(1)(a), F.S.
- For more information about child abuse and neglect, visit the Department of Children Family Services' website at www.myflorida.com/childcare and select "Training Requirements." A 4-hour *Identifying and Reporting Child Abuse and Neglect* course is offered for child care providers. This course is an overview of the various types of abuse and neglect, indicators that may be observed, the legal responsibility of mandatory reporters and the proper procedure for reporting abuse and neglect, as required by ss. 402-305(2) and 402.313(1), F.S. The course is offered both online and instructor-based throughout Florida.

This statement is to verify that on _____, 20____, I, _____
date year Print name of Director, Owner, Employee, or substitute
read and understood the information and my mandated reporting requirements.

Signature of Employee

Signature of Director/Owner

C-0071-PC Required Form (11/23)

E. Review and Approve Proposed 2027 Board Meeting Dates

- Wednesday, March 10th 2027, at 6:30 p.m.
- Wednesday, June 16th 2027, at 1:30 p.m.
- Wednesday, September 15th 2027, at 6:30 p.m.
- Wednesday, November 7th 2027, at 1:30 p.m.

F. Approve One (1) Children's Center Licenses

Center Name	License Type	Capacity	Age Groups
The Ohana Preschool of Dunedin	Day Nursery	42 plus 5 infants	

G. Approve Two (2) Family Child Care Home Licenses

Provider Name	Address	Capacity
Alexis Dunbar	4930 5 th Ave. S., St. Petersburg	6
Cynthia Stevens (LFCCH)	701 19 th Street S., St. Petersburg	

IV. Executive Director's Report

A. Statistical Report Regarding Licensing Activities

Statistical Report for September 2026												
	HOMES				CHILDREN'S CENTERS							
	FDCH		LFDCH		Preschool		B/A School		Exempt		Nonpublic	
	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity	#	capacity
Previous Months Totals												
Monthly Activity	187	1326	30	360	223	20214	123	18441	6	632	6	257
1. Temporary Permits 1st Time TP	1	8	1	8			1	45				
2. Capacity Change - current licenses New capacity began						47						
3. Closed - # with capacity	-1	-6			1	-110						
4. Corrections - from previous reports Explain below*												
Total Capacity	187	1328	31	368	222	20161	124	18486	6	632	6	257

Monthly Tally Sheet Summary	Homes	FDCH	LFDCH	CC	Infant Spaces
Total Number	218	187	31	358	138
Total Capacity	1696	1328	368	39536	2775

Service Tasks/Licensing Activities	CENTERS	HOMES	OTHER/FOOD	MS inspections
Prelim inspections	0	0	0	0
Initial inspections	1	2	0	0
Routine/Renewal inspections	108	39	100	0
Complaint Investigations Only	17	1	0	0
Reinspection/Recheck Inspections	55	8	7	0
Technical Assistance or Consultation	11	4	0	0
Inspections/Visits for Change	4	0	0	0
Unlicensed Care Visits/Communications	0	1	0	0
Complaint/Intake Reports Taken/Written	7	1	0	0
Fines Given	6	0	0	0
CLASS I FINES GIVEN (all Class 1's for this month)	1	0	0	0
Trainings Given	3	0	0	0
Trainings Attended	3	1	0	0
Fine Hearings/Conferences/Staffing's	3	0	0	0
Checklists Completed (turned into Supervisor)	0	0	0	0
DCF Website Lookups	20	12	0	0
Other Activities	23	2	0	0
Number of Regular Licenses Issued (CARES)	20	16		
Temporary Licenses Issued (NEW) (CARES)	1	2		
Provisional Licenses Issued (CARES)	6	0		
Board Licenses Issued (CARES)	5	1		
Probational Licenses Issued (CARES)	0	0		
Licenses Closed (doors closed) (CARES)	1	1		
Number of Regular Inspections and Re-Inspections approved into CARES	163	41		
Number of Complaints Processed and Assigned	17	1		
Number of Complaint Inspections approved into CARES	10	1		
Number of Files Requiring Extra Time and/or Paperwork (Other Category)	1	0		
Number of Complaints Requiring Extra Time and/or Paperwork (Other Category)	1	0		
Ride Along's	0	0		

Total Number of Licensed Child Care Entities (facilities & homes) in the County as of the Last Day of each Month	576
Number of Licensed Child Care Entities with Class 1 Violations	1
Number of Licenses Issued	51
Number of Licenses Issued within Statutory Time Frames	51
Number of Provisional Licenses Issued	6
Number of Inspections and Re-Inspections Performed	213
Number of Complaints processed	18
Number of Other Licensing Activities	589
Number of Food Licensing Activities	107
Total Activities	978

B. Compliance Reports

1. Children's Center Fine Report

Center	Fine Class	Reason	Date of Fine	Fine Amount	Due Date of Fine	Amount Paid	Date Paid
Kairos Preschool	3	Immunizations Records Incomplete	8/5/2026	\$25.00	8/20/2026	\$25.00	8/18/2026
Kairos Preschool	3	Employee Records – No HS Diploma or Equivalency	8/5/2026	\$25.00	8/20/2026	\$25.00	8/18/2026
Kairos Preschool	3	Enrollment Information	8/5/2026	\$40.00	8/20/2026	\$40.00	8/18/2026
KinderCare #216	2	Physical Environment – Fire Safety	8/13/2026	\$50.00	8/28/2026	\$50.00	8/28/2026
KinderCare #216	2	Safety, Health, Sanitation	8/13/2026	\$50.00	8/28/2026	\$50.00	8/28/2026
KinderCare #216	2	Physical Environment – Outdoor Playspace	8/13/2026	\$50.00	8/28/2026	\$50.00	8/28/2026
KinderCare #216	3	Mandatory Training – Introductory Training	8/13/2026	\$25.00	8/28/2026	\$25.00	8/28/2026
KinderCare #216	3	Personnel – Early Learning Training	8/13/2026	\$25.00	8/28/2026	\$25.00	8/28/2026
KinderCare #216	3	Food and Nutrition	8/13/2026	\$25.00	8/28/2026	\$25.00	8/28/2026
Romper Room	2	Physical Environment – Children in Kitchen	8/14/2026	\$50.00	8/29/2026	\$50.00	8/19/2026

Romper Room	3	Resilient Surface – Not Maintained	8/14/2026	\$30.00	8/29/2026	\$30.00	8/19/2026
LSF, Connie Marmaro	2	Record Attendance	8/27/2026	\$60.00	9/11/2026	\$60.00	9/14/2026
YMCA Curtis	3	Enrollment Information	8/28/2026	\$25.00	9/12/2026	\$25.00	9/28/2026
LSF, Connie Marmaro	2	Adult/Child Ratio	9/2/2026	\$50.00	9/17/2026	\$50.00	9/14/2026
Kids Zone Academy 2	1	Supervision	9/4/2026	\$500.00	9/19/2026	\$500.00	9/10/2026
Largo Country School	2	Physical Environment – Mold	9/9/2026	\$50.00	9/24/2026	\$50.00	9/28/2026
Faith Community	3	Facility Records/Emergency Medical Release Form	9/10/2026	\$25.00	9/25/2026	\$25.00	9/11/2026
Country Day School	3	Facility Records/Expired Certificate of Immunizations	9/14/2026	\$25.00	9/29/2026	\$25.00	10/6/2026
Sweet Peas Preschool	3	Safety, Health, Sanitation – Communicable Disease Control	9/15/2026	\$30.00	9/30/2026	\$30.00	10/6/2026

2. Family Child Care Home Fine Report

Provider	Fine Class	Reason	Date of Fine	Fine Amount	Due Date of Fine	Amount Paid	Date Paid
Davina Collins	3	Staff Training – Annual Inservice Training (3 rd violation)	8/6/2026	\$25	8/21/2026	\$25	8/20/2026
Davina Collins	3	ChR – Expired Shot Records	8/6/2026	\$25	8/21/2026	\$25	8/20/2026

3. 100% Compliant Inspections in Children's Centers

August	September
Operation Par Inc. Child Development & Family Guidance Center	Family Center On Deafness
Boys & Girls Clubs of Greater Tampa Bay – Northside	Roberts Recreation Center
Frank W. Pierce Recreation Center	R'Club Bay Vista
Grace Children's Center	Kids Time Preschool
YMCA Campbell Park	Olympians Preschool
Riviera Day School	YMCA Ozona
Family Resources Inc. – Youth Enrichment Program – Meadowlawn	R'Club Elisa Nelson
Young Days Christian Academy	The Growing Place
Espiritu Santo Catholic School	The Learning Experience
Safety Harbor Montessori Academy	The Robins Nest
Stars & Comets	Excel Learning Center
Lutheran Services of Florida Tarpon Springs	Kiddle City Learning Center
YMCA Lake St. George	R'Club Ponce de Leon Elementary
The Ohana Preschool Palm Harbor	North Greenwood Recreation Center
YMCA Tarpon Elementary	R'Club Eisenhower
City of Safety Harbor	O2B Kids Belleair
St. Ignatius Early Childcare Cetner	R'Club Kings Highway
Tomorrow's Child of Pinellas	YMCA Belcher
YMCA Curlew Creek	YMCA Plumb
YMCA Forest Lake	Boys & Girls Clubs of Greater Tampa Bay – Wood Valley
YMCA Leila Davis	Bardmoor YMCA Preschool Academy
Suncoast Waldorf	Lutheran Services of Florida Rainbow Village
Lutheran Services of Florida Los Caminos	R'Club Seminole

R'Club McMullen Booth	Four Seasons Preschool of Bardmoor
YMCA Lift Academy	Gingerbread School Seminole
Kids Connection	Gladden Park Recreation Center
City of Largo	Sunshine Preschool
Write Start	Little Achievers II
YMCA Anona	Starling #1 & Star Camp
YMCA Oakhurst	Retmus #2
Boys & Girls Clubs of Greater Tampa Bay – Ridgecrest	SPPF M.A.S.T.R Kids Program Friendship
R'Club Walsingham	R'Club Blanton
R'Club James B. Sanderlin	Walter Fuller Recreation Center
Tampa Bay Turners Gymnastics & Swimming Academy	YMCA Westgate
YMCA Baypoint	R'Club 74 th
YMCA Maximo	R'Club Pasadena
Boys & Girls Clubs of Greater Tampa Bay – Royal	SPPF M.A.S.T.R Kids Program Gibbs
Kids Zone Academy 2	Happy Days Academy
Family Resources Inc. Youth Enrichment Program – Wildwood	Blossom Montessori School for the Deaf
Retmus Academy of Learning	Magnolia Dayschool Pinellas Park
St. Pete Primary Prep	Learn Play Grow
KCE @ St. Jude	R'Club Rawlings
The Sprout Academy St. Pete	St. Patrick Catholic School
YMCA Northwest Elementary	Highpoint Neighborhood Family Center
YMCA Azalea	Lutheran Services of Florida High Point Center
R'Club Gulfport	
YMCA Jamerson	
City of Gulfport Recreation Center	
Truth & Life Christian Academy	
R'Club Pinellas Park	
YMCA Pinellas Central	
YMCA Skycrest	

Edgewater Preparatory Academy	
Highland Recreation Center	
Mildred Helms R'Club	
KCE @ St. Patrick Catholic School	

4. 100% Compliant Inspections in Family Child Care Homes

August	September
Tammy DeSaulniers	Patty Gavornik
Tatum Anderson	Nicole Boyd
Beverly Grant	Diane DeLaCruz
Sharon Hart	Lisa Taddeo
Velma Mondy	Diamond Harris
Irish Smith	Alexis Dunbar
Andrea Pena	Asha Parmar
Betty Brown	Patricia Frisch
Patricia Powell	Barbara Johnson
Carol Ann Fowler	Bernice Sanders
Athalia Pennington	Melissa Jones
Isabel Vera	Lenora Alexander
Deborah Mimault	Colleen Heffern
Tiashemmer Holley	Jannie Small-Hampton
Esther Cordero Santana	Kendra McKenzie
Molly Whitfield	Shantelle McDaniel
Darlene Mosley	Sheila Haugabook
	Cristy O'Donnell
	Katelyn Kubisiak
	Olga Gaymore
	Yadamilsy Hurtado
	Ellen Myers

	Dianne Day
	Debbie Kawa
	Kathleen Pero
	Barbara Underwood
	Kimberly Kinnecom
	Crystal Koel
	Andrea Bloomfield
	Grisel Miranda-Vazquez

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

Name	Date Closed	Reason
Safety Harbor Little School, LLC	8/7/2026	Operator Decision
PCC Christian Playgroup	8/10/2026	Operator Decision
Victory Child Development Center	8/20/2026	Operator Decision
AMA After School Enrichment Program – Largo	8/21/2026	Operator Decision
Acres of Fun Child Care, Inc	8/28/2026	Operator Decision
Littles Ones Preschool of Clearwater	8/31/2026	Operator Decision
Bumble and Bloom Early Learning Center	9/4/2026	Operator Decision
Faith Academy Internation	9/26/2026	
Kristi Harris	8/14/2026	Operator Decision
Johana Bravo	8/28/2026	Opened childcare center
Samiya Watson	9/11/2026	Opened large family 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

December
Paula Boardman – 8 years
January
Elise Bishop – 10 years
February
Cindy Blakely – 19 years
Rajiv Rambaran – 2 years

VIII. Upcoming 2027 Meeting Dates

IX. Adjournment