

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF CHILD DEVELOPMENT  
**NORTH CAROLINA CHILD CARE COMMISSION**  
**2007-08 FOURTH QUARTER MEETING MINUTES**  
**November 13, 2008**  
**Via Teleconference**  
**Division of Child Development**  
**319 Chapanoke Road, Suite 120**  
**Raleigh, NC**  
**Conference Room 300**

**Commission Members Present**

Vickie Ansley	Lorrie Looper	Deanne Smith
Margaret Anne Biddle	Lynn Policastro	Lois Stephenson
Magdalena Cruz	Donna Rascoe	Claire Tate
Connie Harland	Mary Roberts	
Linda LaRue	Dr. Mary-Cassie Shaw	

**Commission Members with an Excused Absence**

Penny Davis

**Division of Child Development (DCD) Staff Present**

Janice Fain, Administration Section	Alexi Gruber, Division Attorney
Heather Laffler, Director's Office	Dedra Alston, Director's Office, APA Coordinator
Anna Carter, Regulatory Services Section	June Locklear, Regulatory Services Section
Melynda Swindells, Workforce Standards Section	Mary Lee Porterfield, Workforce Standards Section
Ron Byrd, Subsidy Services Section	Tammy Barnes, Licensing Enforcement
Nicole Wilson, Commission Administrative Support & Transcriber	

**CALL TO ORDER**

Chairperson Donna Rascoe issued a general welcome and called the first quarter NC Child Care Commission meeting to order at 9:22 a.m. Ms. Rascoe reminded Commission members of how to reconnect with the conference call should they be disconnected. For any motions during the call a member of DCD's staff will complete the motion forms with the appropriate names and have those members sign the form at the next quarterly Commission meeting. Ms. Rascoe asked if any members had any known conflicts of interest concerning today's agenda items; none were mentioned. Dedra Alston called the roll. Claire Tate was unable to be reached for the conference call at this time. Ms. Penny Davis was absent from this meeting and has requested and received an excused absence.

**APPROVAL OF MEETING MINUTES –** September 11, 2008 draft minutes were reviewed by members. There were no comments or revisions.

**Commission Action:** *Mary Roberts moved that the meeting minutes be approved as presented. Dr. Mary-Cassie Shaw seconded. There being no further discussion, Chairperson Rascoe called for a vote. The motion carried unanimously.*

Ms. Rascoe shared that she and Anna Carter led a session at a conference held by the North Carolina Licensed Child Care Providers' Association where they provided information about the role of the Commission for child care providers.

**DIVISION DIRECTOR'S REPORT – CYNDIE BENNETT**

Cyndie Bennett addressed the Commission. Ms. Bennett explained that because of the decline in State revenues, the decision was made to conduct this required quarterly meeting via conference call. Ms. Bennett extended a welcome to the three new Commission members whom she was unable to meet during the last meeting. She thanked those members of the Commission who were re-appointed.

Subsidy Services: To this point, the Division has been able to analyze current subsidy spending in counties and revert funds where available to prevent termination of services. If DCD is required to make further reductions, there is an increased likelihood of terminations of care.

The Division is continuing with its required child care Market Rate Survey. Surveys have been sent out to all licensed child care providers, and it is very important that every provider complete this survey. If Commission members are able to encourage providers to fill out those surveys, please do. Division staff will mail survey packets to any Commission members who are interested in receiving one.

Regulatory Services: Since the last Commission meeting, Division staff have presented information in several conferences and trainings, which is important to our work with providers and partners. The approved curricula list for earning a license quality point was finalized and provided to Commission members earlier this month. This information is also available on the DCD website. If a program has received a quality point for a curriculum that is no longer on the approved list, they can continue using it until November 2009, when they must either change curriculum (to maintain that quality point) or lose that quality point. A program can choose another option to receive a quality point other than their curriculum choice. Child Care Resource and Referral in Charlotte is a formally affiliated trainer for Creative Curriculum which is included on the list of approved curricula. Ms. Bennett shared the full list of curricula that are approved.

Workforce Standards: Ms. Bennett shared that she was aware that she had missed an interesting conversation during the last Commission meeting regarding the backlog in education evaluations. The license transition from 3-component to 2-component was very big for this area of our work. NC has over 9,000 facilities and over 45,000 workers in the field of providing child care and it is taking quite a bit of time to complete all the details of these transitions. At the end of January 2008, the Division saw a huge volume of evaluation requests coming in at the last minute. When we realized that these requests were not going to decrease, we did hire temporary workers and began cross training with other staff. We allowed overtime work and made transition assessments a priority. By July 1, the Workforce Section had completed evaluating transition documents. Kathy Shepherd, Workforce Standards Section Chief, explained some of the things the section is putting in place to help with this work. Section staff is continuing to make decisions to improve efficiency in their section.

Criminal Records: Ms. Bennett shared that the unit has begun using an electronic fingerprint scan in some counties/areas. As of November 2008, there are 23 counties that are able to complete this live scan. This is a higher quality scan and will therefore increase efficiency; soon, there will be as many as 67 counties participating.

Ms. Shepherd shared some particulars about how this process works. The person recording fingerprints goes to their local Sheriff's office and places their hand in a scanner to record their fingerprints. In September and October, the unit completed 5,782 initial criminal record checks and 2,218 three-year rechecks. There is no backlog in this unit.

Ms. Bennett shared that the Legislative Commission on Children and Youth has been meeting. This commission is still trying to determine what their agenda is, but one thing that has come up in their discussions is child care. Some members of the public who have made public comment with our Commission have also addressed this legislative commission. This group has had 4 meetings already and will have another one in November and through January. Ms. Rascoe asked if the Legislative Commission has any legislative responsibility to complete or to report back to the General Assembly. The Legislative Commission is creating a report to submit.

Division staff also attended a meeting with providers and members of the legislature from Robeson County. Debra Townsend, a provider from Robeson County, has previously addressed the Commission and was a part of this meeting in Robeson as well. Staff members are currently looking at some of the suggestions Ms. Townsend made about our website. Representative Garland Pierce requested the meeting, and John Pruette from the Office of School Readiness attended as well.

Ms. Bennett shared that the process has begun for printing the Infant-Toddler Foundations early learning guidelines, and we have received our first shipment of these. Commission members will receive a copy of this document soon, and train-the-trainer events have already been started.

Ms. Bennett shared that previously mentioned CSEFEL training was completed as well. This was a 4-day train-the-trainer training with demonstration sites and coaches across the state. The demonstration sites are the Winston-Salem State University lab school, Fairview Elementary Head Start, Chapel Hill Co-Op Infant-Toddler program, South Smithfield More At Four, Wagoner Springs of Faith, and Royal West Head Start. This training for social-emotional development is intended to increase access to child care for children with social/emotional difficulties. The Division is appreciative of DHHS support for this training.

Mary Roberts asked when the market rate survey would be mailed out to providers. Heather Laffler shared that it has either just been mailed or will be this week. Ms. Roberts said that she has not seen it come in to her office yet, but she will let her staff know to look for it. Commission members were encouraged to wait at least until December 1<sup>st</sup> to be concerned about these being 'lost,' but if by then a provider has not received a survey, please let Division staff know. Ms. Roberts shared that she had also done a presentation on the commission's work.

#### PUBLIC COMMENT

Ms. Rascoe offered the opportunity to members in the audience to make public comment. There was no public comment at this time.

#### NEW BUSINESS:

Ms. Rascoe asked the group to select dates for the remainder of the 2009-10 meetings (1<sup>st</sup> and 2<sup>nd</sup> quarterly meetings of the 2009-10 year). The dates selected for these meetings were September 10<sup>th</sup> and November 12<sup>th</sup> 2009.

*Commission Action: Mary Roberts moved to adjourn the meeting. Deanne Smith seconded. There being no further discussion, Chairperson Rascoe called for a vote. The motion carried.*

*There being no further business, the meeting adjourned at 9:55 a.m.*

**The next quarterly meeting of the North Carolina Child Care Commission is  
scheduled for Thursday, February 12, 2009**