

CHILD CARE MANAGEMENT MEETING

February 18, 2015 10:00am-12:00pm

MINUTES

Present: Pat Urzedowski, Jo Pfeiffer, Kathee Sanchez, Harriet Spelts, Kathryn Parham, Teresa Hampton, & Rita Krusemark

I. Temporary and Voluntary Cease of Operation:

Marsha is currently doing these in Central Office.

Temporary and Voluntary Cease of Operation replaced Inactive Status. The Policy and Procedure needs revised. Jo will work on revising this.

Rita will revise the Request for Temporary and Voluntary Cease of Operation document.

Pat recommended that a “trigger” be developed on LIS 60-90 days before expiration. A template letter will be developed which can be sent to the licensee as a reminder. Kathee will work on drafting this letter.

II. (Harriet) Water supply/testing--new reg language—is everyone requiring programs with a NON-public water supply to test their water annually? Some CCIS have programs that have been using Culligan/bottled water for several years. Some CCIS are now asking for a yearly water test and others are not. The new language would indicate that the water must be tested annually.

1-007.02A Water Supply: The licensee must have and maintain an accessible, adequate, safe, and potable supply of water for **drinking, bathing, and hand washing.**

1. If water is obtained from a source other than a public water supply system, the water must not contain contaminants that exceed the maximum contaminant levels set for nitrate, or total coliform for public water supply systems in 179 NAC 2-002, and 179 NAC 3 or the lead action level set in 179 NAC 12. The licensee must report to the Department the results of all tests that show the water contains contaminants that exceed a maximum contaminant or action level. EFFECTIVE 2/20/13 NEBRASKA DEPARTMENT OF FCCH I **OPERATIVE 5/20/13** HEALTH AND HUMAN SERVICES 391 NAC 1.
 - a. The **water supply must be tested annually and the tests results must be available for review upon request.**
 - b. If the water supply does not meet nitrate, total coliform bacteria and lead standards, the licensee must, until the contaminants are lowered to acceptable levels:
 - (1) Obtain water from a source approved by the Department; or
 - (2) Purchase water from a commercial source.

Answer:

If the provider is using water NOT from a commercial source for drinking, bathing, and hand-washing the water must be tested. If the provider chooses to use bottled water for drinking, bathing and hand-washing water NOT from a commercial source would NOT have to be tested.

III. (Harriet) If this can be done in an unlicensed complaint investigation situation, can the same be done for someone getting licensed as a FCCH 2 for example? If a F2 provisional applicant has everything done but waiting on SFM (for example) can we allow her to operate as described below?

71-1914.01. Unlicensed child care; investigation. *When the department receives a complaint of allegedly improper unlicensed care, the department shall investigate the claim and shall go to the premises of the alleged unlicensed program to ascertain if child care is being provided there which must be licensed according to the Child Care Licensing Act. If unlicensed child care is occurring in violation of the act, the person providing the unlicensed care shall have thirty days to either become licensed or cease providing unlicensed child care. The department shall visit the program again after such thirty-day period. If the person has not initiated action to become licensed or ceased providing unlicensed child care, the department may involve law enforcement and may proceed under sections 71-1914.02 and 71-1914.03.*

Source: Laws 1997, LB 310, § 8; Laws 2004, LB 1005, § 75. Operative date July 16, 2004.

Program can permanently reduce capacity OR temporarily reduce capacity and begin the process to get licensed in 30 days. After 30 days, we can allow program to operate IF they are not over what would be the "licensed" capacity AND they are making a good faith effort to get licensed.

Reminder that any consideration of legal action needs to go through Teresa. (this is from past mgmt. notes)

Answer:

No. At no point in time will OCSL say it is okay to illegally operate a child care. The provider must either get licensed or reduce the number of children in child care to three or less. If the provider has made a good faith effort to become licensed the Office of Children's Services Licensing is not going to make a referral to the County Attorney.

With regard to a FCCH II, the CCIS should not be going out to inspect the home until the Department has received fire safety approval.

IV. (Harriet) See below. Did Pat conduct this poll? Kathy didn't think so. She still has this question and we would like to know for consistency.

(Also from prior mgmt. mtg notes) (Harriet) In FCCH's (maybe in all programs?) when we ask for an "infant feeding schedule" do the CCIS in your areas require a feeding schedule for infants 6 weeks up to 18 months or just thru 12 months? Some of my staff are saying they only require up to 12 months because then the food program requires 12 months and up to be on table food. I would like to know what's happening in the other two areas for consistency. The reg says "infant feeding schedule" so I take it literally and say there has to be a feeding schedule for anyone under 18 months. This would be good to put in the Q&A's.

Discussion was held about what is currently being practiced and the merits of each practice. Pat is going to poll CCIS staff to see what the practice is state wide and then issue a directive.

Answer:

An infant feeding schedule is required for infants up to 18 months of age. For older infants, it is sufficient for a parent to indicate on a feeding schedule that the infant may have table food served by the provider.

V. (Jo) Would we consider an Intro to Psychology course a child development course? (See Attached Information).

Answer:

Yes. Pat and Rita will be putting together a list of examples of acceptable courses.

VI. (Rita) Staffs are wanting further clarification regarding the requirements of Licensee to provide proof of liability insurance when increasing capacity.

Centers: The document(s) most centers provide do NOT include capacity, therefore, this information is not required to update. IF there is a capacity on the insurance document provided by the center, then the center must be licensed accordingly.

Homes: If a provider is getting insurance coverage through a home-owners insurance policy, there will frequently be capacity limits identified on the policy. Therefore, the provider must with get the insurance policy changed to reflect the number of children for which he/she is licensed, reduce the capacity of his/her license, or obtain coverage for the licensed capacity from another insurance provider.

VII. (Kathee) Is there a way to streamline the approval process for a Home II if the only change is approval of a staff person?

Answer:

The work is completed by Central Office in the date order in which it is received. Amendments are completed first. There will be no exceptions made for the above scenario.

VIII. (Pat) Liability Insurance-Compliance Review

A Compliance Review was mailed on February 13, 2015 to 1066 child care providers who had not submitted proof of liability insurance coverage. Several providers have been contacting Central Office with questions. Pat is pleased with the response from providers and hopes a large percentage of them will submit the required documentation before February 26, 2015.

IX. (Pat) Update on Education Equivalencies

Pat has given all the information from OCSL to Melody Hobson at Nebraska Department of Education. NDE will call colleges and universities that offer degrees in Early Childhood Education to find out when the institution began including the Early Childhood Learning Guidelines into their curriculum. This information will be place on the website.

X. (Pat) Letter to Pre-schools

In the near future, Pat will be sending a letter to all Pre-Schools. In the fall of 2015, if the pre-school serves children younger than 3 years of age, the pre-school must be licensed as a Child Care Center.

If the pre-school licensee is currently serving children younger than 3 years of age, the licensee may do so until June 2015 without becoming licensed as a Child Care Center.

In the fall of 2015, if the licensee desires to continue to provide care to children under 3 years of age, the licensee must apply to be licensed as a Child Care Center.

XI. All Staff Meeting April 28, 29, and 30, 2015 at Stay Bridge Suites

The meeting will be all day on the 28th and 29th and until noon on the 30th.

A Retirement Reception will be held to honor Pat on April 30th from 1:30-3:30 at the NSOB LLF.

XII. Next Meeting

March 18, 2015 @ 10:00am-12:00pm