

**MINUTES of the
Child Care Advisory
Committee
July 18, 2023**

CALL TO ORDER

The WebEx hosted meeting of the Child Care Advisory Committee was called to order at 6pm. Copies of the agenda were emailed in advance to the Committee Members and posted on the Child Care Licensing website. Matthew Hayden, DHHS Public Health, Program Manager, Children's Services Licensing, placed a link to the Open Meetings Act in the Webex chat box and a physical copy was placed at room entrance.

ROLL CALL

The following Advisory Committee members were present to answer roll call:

- Penny Gerking
- Denita Julius
- Stoney Straatman
- Erin Branch
- Adriana Chavez
- Christopher Dean
- Sandra Kosierowski
- Michele Lawson
- Lisset Christian
- Stephanie Dowding
- Kimberly Ricker
- Adela Yanez
- Sabrina Glynn

The following Advisory Committee members were absent: Jean, Venne, Holly Hill, and Thelma Sims. The following staff members from the Department were also present during all or part of the meeting:

- Lindsay Braddock, DHHS Public Health, Administrator- Occupational Licensure
- Alyssa Pullen, Office of Economic Assistance
- Rita Krusemark, DHHS Public Health, Program Specialist, Children's Services Licensing
- Lisa Abaham, DHHS Public Health, Program Specialist, Children's Services Licensing
- Matthew Hayden, DHHS Public Health, Program Manager, Children's Services Licensing
- Danielle Sund, DHHS Public Health, Attorney, Legal Services

A quorum was present, and the meeting convened.

ADOPTION OF THE AGENDA

MOTION: Michelle Lawson made the motion, seconded by Denita Julius, to adopt the agenda for the April 18, 2023, Child Care Advisory Meeting.

ADOPTION OF THE MINUTES

MOTION: Michelle Lawson made the motion, seconded by Kimberly Ricker, to adopt the agenda for the July 18, 2023, Child Care Advisory Meeting.

OPEN SESSION DISCUSSION

1. Discussion and Vote on Nominees for Committee Chair/Vice Chair:
After discussion, Penny Gerking motioned and Lisset Christian seconded the nomination of Kimberly Ricker and Erin Branch as Committee Co-Chairs. The committee voted 13-0 (3 absent) to approve the motion.
2. Discussion and Vote on Meeting Format/Frequency and Subcommittees:
After discussion, the committee voted 13-0 (3 absent) to four annual meetings, two in-person meetings and two WebEx meetings. The WebEx meetings will not have an in-person option. The next meeting will be in-person on October 7, 2023, with location to be determined.

The Committee discussed options for how to conduct subcommittee meetings. Discussion was tabled until the first in-person Committee meeting in October 2023, when a more in-depth discussion can be had about how many subcommittees there will be, how the committee members will be divided, and the frequency of meetings.

3. Criminal Background Check update.

Lisa Abraham gave updates and answered the group's questions.

4. CCDF Subsidy Policy and Grant Opportunities Updates:

Alyssa Pullen gave updates and answered the group's questions.

CONCLUSION AND ADJOURNMENT

MOTION:

Adjournment- Michelle Lawson-1st and Penny Gerking-2nd