



Meeting Minutes



| | | |
|---|---|---|
| Meeting Title: | Called Child Care Advisory Council Meeting | |
| Meeting Location: | ZOOM - 143B LeFleurs Square, Jackson, MS 39211 | |
| Meeting Date: | 12 November 2021 | |
| Time: | 1:00 p.m. | |
| Called to Order: | 1:03 p.m. by Festus Simkins, Quorum was established | |
| Next Meeting Date/Time/Location: | TBD 143B LeFleurs Square, Jackson, MS 39211 | |
| Meeting Adjourned | 1:38 p.m. | |
| Attendees: | <u>Council Members Present</u> Chad Allgood, Ph.D. Stella Patino Cora Lee-Vone Rogers Lori A. Rolison Cathy Grace, Ed.D. Michelle Pugsley Tonya Jones Shelly | <u>Council Members Absent</u> Dr. Tumutual Norton |
| | <u>MSDH Staff Present</u> Festus Simkins Chriscella Clay Lakisha Bland | <u>MSDH Staff Absent</u> |
| | <u>Attending Via Phone Conference</u> | |
| | <u>Members of the Public Present</u> | |



Meeting Minutes



| | New Business | NOTES |
|----|--|--|
| 1. | Updates | <p>Festus Simkins gave the changes that have occurred for CC Licensure; Dr. Chad Allgood left and went to MDHS, then Tabitha Bynum was appointed to the director's position. Tabitha Bynum served in the position for a couple of years, and she has recently gone to work for MDSH. Therefore, Festus Simkins has been reassigned as director of CC Licensure until a replacement can be hired.</p> |
| 2. | Discussion of proposed amendments to the child care regulation | <p>Festus Simkins: Purpose of meeting today is to discuss proposed Regulation amendments. He sent out proposed amendments in advance.</p> <p>Festus asked if everyone had a chance to review the proposed amendments? Festus opened the floor to questions.</p> <p>Kiddie Korner-Tonya Jones---Question about criminal background check. With the new requirement that people cannot be in the facility without a letter of suitability, will there be a way to get backgrounds checks backs sooner than 15-20 days; at this point people leave and seek other employment.</p> <p>Festus Response: Discussed LiveScan process and that we are in the process of setting up LiveScan at 25 Health Departments across the state. LiveScan is currently available in the Licensure office, and he recommended contacting Nicole Banes, the director over Criminal Background regarding long turnaround times. He stated that it should not take 15 days. With LiveScan typically get the results back within 48 hours.</p> <p>Estella with YMCA stated that Nicole helped them get set up in the system and that they had been receiving letters within 48 hours. She stated that it was a very efficient system.</p> <p>Tonya Jones asked if facilities will be notified when LiveScans are setup with a list of locations? Festus, yes there will be a blast emails sent out. Festus also stated that local Health Departments may charge a fee for fingerprinting, however currently he did not know what that fee would be.</p> <p>Cora Rogers asked if Festus could speak more about the owner, director, and staff personal information being collected in LARS. Festus stated that LARS database is a secure database, backed up by two servers that are not linked together. That information entered is not accessible to public; it will be for internal use only. Festus stated that this system will be used for tracking employee continuing education hours, and it will allow directors to register staff for trainings. Festus discussed the current registration system and the issue with it not closing trainings after they have reached the maximum number of registrants which causes staff to have to contact them to inform them that they will need to sign up for another training. He stated that LARS will automatically close trainings once they have reached capacity and providers will have to register for another training. Festus also stated that the system will allow directors to enter outside trainings attended by staff. This</p> |



Meeting Minutes



| | New Business | NOTES |
|----|---------------------------------|---|
| | | <p>information would still be verified during inspections. He said it is the same information that other companies request when people register for trainings.</p> <p>Cathy Grace-It is possible to have registry with all credentials listed; mentioned other states have this; this would be on the provider side to upload that information, and it would helpful. Festus stated that the current amendments are under a time constraint. However, he thought it was a good idea and requested that Cathy share the information she has regarding that.</p> <p>Kiddie Korner (Tonya Jones)—Fingerprinting question---If we have someone 18 years and under working for them, will the parents have to sign for consent; Festus confirmed this would be the case. If they are unable to be fingerprinted will not be allowed to be employed.</p> <p>Festus stated if there are not any other questions or concerns, I need someone to motion to move forward with accepting the proposed amendments as written. Lori, you are the vice chairperson; Festus stated he would send her two DocuSign documents that she can sign for the council; this will go all the way up to the Board of Health.</p> |
| 3. | Approval of proposed amendments | <p>Dr. Cathy Grace made the motion. Festus asked do we have 2nd. Shelly 2nd that motion.</p> <p>All in favor say, "I." Any opposed; no one responded. Therefore, the motion has passed (Festus).</p> |
| 4. | Other business | <p>Festus stated that this was the only item on the agenda and asked if there were any other businesses anyone would like to discuss.</p> <p>Cora Rogers stated she would like for the board and Festus to consider the assistant director to be included in the Regulations. Festus stated that we added director designees because some facilities did not have enough directors. This designation allowed for the designee to be in charge for a certain number of hours each week to help the facility maintain having a director on site. Festus stated that we call them director designee, but you may call them assistant director. Ms. Cora stated that is satisfactory. Ms. Cora asked if as a result of the pandemic if the director designee can be in charge for longer periods of time. Festus stated that we have provisions in the regulations to allow a designee to be in charge for longer periods of time in certain circumstances. Festus stated that this should always be communicated with licensing officials when the director designee needs to be in charge for longer than 24 hours a week. He also reminded everyone that whether it's a director designee or assistant director, they must have full authority to operate the facility and access to any files we may need during an inspection.</p> |



Meeting Minutes



| | New Business | NOTES |
|----|-------------------|---|
| 5. | Membership Status | Festus stated that they have some board positions that will need to be filled. |
| 6. | Next meeting | <p>Festus stated that he would like to get back to having regularly scheduled meetings. He asked if 1:00 p.m. on Friday was still a good time for the board members present, and the response from those present was yes.</p> <p>Festus thanked everyone for attending the meeting and for all they do.</p> <p>The meeting was adjourned at 1:38 p.m.</p> |

| | Old Business | NOTES |
|----|--------------|-------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |

| | Public Comments | NOTES |
|----|-----------------|-------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |

Minutes Submitted by:



Meeting Minutes



| | Other Business | NOTES |
|----|----------------|-------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |

Council Chairperson

MSDH Representative

Date