

Nevada Division of Public & Behavioral Health (DPBH)
Child Care Licensing Advisory Council
Meeting Minutes
Date: December 8, 2015
Time: 1:30 PM

Division of Public and Behavioral Health
727 Fairview Drive, Suite E
Carson City, Nevada 89701

Division of Public & Behavioral Health
4220 S. Maryland Pkwy Bldg D Suite 810
Las Vegas, NV 89119

Also available via teleconference
CALL IN NUMBER: 1-888-398-2342
ACCESS CODE: 1530727

Committee Members Present

Carrie Paldi, Co-Chair, Creative Kids Learning Center (Las Vegas)
Diane Nicolet, Co-Chair, E.L. Cord Child Care Center, TMCC (Carson City)
Laurie Ciardullo, Roots and Wings (Las Vegas)
Rachel Perez, Kids Quest (via phone)
Sue Joyner, Dayton Valley Learning Center (via phone)
Andrea Davis, Kids Kottage (via phone)

Committee Members Not Present

Tiffany Alston, Sunrise Children's Foundation
Andrea Doran, WNC Child Development Center

Child Care Licensing Staff Present

Kyle Devine, Bureau Chief (Las Vegas)
Donna McAfferty, Assistant to the Bureau Chief (Las Vegas)
Latisha Brown, Program Manager (Las Vegas)
Edith Farmer, Supervisor (Las Vegas)
Anna Lisa Acosta, Supervisor (Carson City)
Tammy Hutchinson, Child Care Licensing (Carson City)
Lisa Roberts, Surveyor (Carson City)
Alicia Mazy (Carson City)

Las Vegas Attendees:

Linda Anderson, Deputy Attorney
David Walton

Crystal Blessing

Carson City Attendees:

Sherry Waugh
Tiffany Olivas
Shelly Martinez

Teleconference Attendees:

Roberta McKella
Ron Barakat
Shelby Henderson
Abbie Cohen (Child Care San Francisco Regional Manager)

1. Opening Remarks

No opening remarks.

2. Approval of meeting minutes from September 8, 2015 meeting *Carrie Paldi, Co-Chairperson*

Motion: Carrie asks for a motion. Diane Nicolet puts forth a motion to approve the minutes as written. Rachel Perez seconds motion.

All in favor no opposed.

3. Update from Child Care Licensing. – *Latisha Brown, Program Manager*

a. Capacity Report

Current Capacity of children
35,807 Children
474 facilities total under State jurisdiction
720 facilities total, including Washoe County

4. Appointment of any open Committee positions-*Carrie Paldi, Co-Chair*

Motion: Carrie asks for a motion. Diane Nicolet puts forth a motion to nominate Shelly Martinez to fill the current vacancy of Out of School Time representative. Andrea Davis seconds the motion.

All in favor. No opposed.

Motion: Carrie asks for a motion. Rachel Perez puts forth a motion to nominate David Walton to fill the current vacancy of At Large representative. Laurie Ciardullo seconds the motion.

All in favor. No opposed.

5. Discussion regarding the review of NAC 432A.180-NAC 432A.416-*Carrie Paldi, Co-Chair*

The workgroup meetings will come to a close. If one group would like to have one last meeting, then the group may choose to do so. All discussions and review of the NAC's will be done at future Child Care Advisory meetings.

Carrie Paldi states that she would still like to have her meeting on December 10, 2015 for her workgroup. The group would like to finish ratio and staff requirement discussions. This is critical information that her group would like to discuss.

Carrie appreciated everyone involved in the workgroups and the hard work everyone has put forth.

Motion: Carrie asks for a motion. Diane Nicolet puts forth a motion to discontinue all workgroups and keep the December meetings if the any of the workgroups wish to do so. Andrea Davis seconds motion.

4 in favor of the motion. 3 opposed the motion. 1 abstention for motion. The motion carries as stated.

6. Discussion of composition, focus areas and discussion of workgroup updates.-Carrie Paldi, Co-Chair

Diane Nicolet would like to solicit information from Workgroup #1 to receive feedback on what the group feels were the most important issues. Diane will have the information available at the next Child Care Advisory Meeting.

Carrie Paldi would like to open communication over the Child Care ListServ and the Nevada Registry to receive comments and suggestions regarding this process.

Latisha Brown states that each Child Care Advisory meeting held in 2016 may discuss specific sections of the NAC's for input.

Diane Nicolet reminds the group to keep in mind what sections and issues will take longer to discuss than others. It is recommended that each committee member look at the sections and submit a list to move forward with the March CCAC agenda. Each member should be doing homework in between each CCAC meeting to be the most prepared for each meeting.

Latisha Brown recommends focusing on trainings and ratios.

Discussion surrounding Licensing having a handle on the high staked issues. Request made by Diane Nicolet for Licensing to identify the issues CCAC must look at.

Additional discussion regarding federal review and state review of regulations Diane Nicolet recommended stop discussion of Federal issues and focus on mandated 10 year review. Carrie Paldi agreed with the idea that issues may overlap. Diane Nicolet recommended going through the workgroup format as a council and meet once a month to accomplish work. Carrie Paldi asks Licensing if this was feasible.

Latisha Brown states that Child Care Licensing has to go through the processes with Open Meeting Law and transcribing the minutes.

David Walton suggests that if CCAC took the structure of the workgroups and processes, then possibly there may be the idea to accommodate one workgroup.

Latisha Brown is open to the process.

7. Committee Member terms: Member's terms expiring and members that would like to continue for re-appointment- Carrie Paldi, Co-Chair

Carrie Paldi-term expires 2016
Sue Joyner-term expires 2016
Tiffany Alston-term expires 2016

Diane Nicolet-term expires 2017
Laurie Ciardullo-term expires 2016
Rachel Perez-term expires 2016
Andrea Davis-term expires 2017
Andrea Doran-term was not clarified
Shelly Martinez-term expires 2018
David Walton-term expires 2018

Members can accept a 2 or 3 year term. The term begins from the day of appointment.

Carrie Paldi accepts a 3 year term expiring in 2019.
Rachel Perez accepts a 2 year term expiring in 2018.
Laurie Ciardullo accepts a 3 year term expiring 2019.
Sue Joyner accepts a 3 year term expiring in 2019.

Motion: Carrie asks for a motion. David Walton puts forth a motion to extend the Committee terms for Rachel Perez for a 2 year term, Laurie Ciardullo for a 3 year term and Carrie Paldi for a 3 year term. Andrea Davis seconds motion.

All in favor. No opposed.

Motion: Carrie asks for a motion. Shelly Martinez puts forth a motion to extend the Committee, for profit, term for Sue Joyner for a 3 year term. David Walton seconds motion.

All in favor. No opposed.

8. Open Meeting Law-*Linda Anderson, Deputy Attorney General*

- It is important to note the purpose of an agenda and the importance of following an agenda exactly in any meeting that follows Open Meeting Law.
- Sub-Committees have to follow Open Meeting Law.
- You can speak to others on your Committee as long as there is not a quorum.
- Posting an agenda required 3 business days to be posted to all notated posting locations 3 business days in advance to the meeting date.
- 9:00a.m. is the deadline time for the agenda to be posted.
- It is important to remember that any agenda submitted goes through an extensive review process within the Division. That process can take quite a bit of time. It's is strongly suggested to submit an agenda to the Division with sufficient amount of time to go through approvals to be posted by the Open Meeting Law deadline.
- If a meeting goes forth without a quorum present, there would essentially have to be another meeting to repeat the current meeting with what was discussed.

9. Schedule Child Care Advisory Council meetings for 2016- *Carrie Paldi, Co-Chair*

The meetings will continue to be held on the second Tuesday of the month with additional dates to review the NAC's accordingly. There will be one meeting a month in 2016 and all meetings will begin at 1:30p.m.

January 12, 2016
February 9, 2016
March 8, 2016
April 12, 2016
May 10, 2016
June 14, 2016
September 13, 2016
December 13, 2016

The meeting minutes for each meeting will have minimal information but all critical information noted. The meetings held quarterly, in March, June, September, and December will be held for all consistent CCAC information sharing and communication. The meetings in January, February, April and May will be held for regulation review.

Alicia Mazy stated that Child Care Licensing will review to see if meetings will take place as noted, dependent on availability.

Motion: Carrie asks for a motion. Laurie Ciardullo puts forth a motion to add the dates in January, February, April and May to the CCAC meetings schedule for regulation review. Sue Joyner seconds the motion.

All in favor. No opposed.

10. Update from Council Members-*Carrie Paldi, Co-Chair*

No updates mentioned.

11. Future agenda items-*Carrie Paldi, Co-Chair*

- Address Tiffany's position to take meetings off for that workgroup in 2016.
- Co-Chair election

12. Public Comments

No Public Comment

13. Adjournment-*Carrie Paldi, Co-Chair*

Meeting adjourned at 3:28p.m.