

**Minutes of the  
DCFS Day Care Licensing Advisory Council Meeting  
February 25, 2015**

**Committee Members**

Sessy Nyman, Co-Chair, Illinois Action for Children  
Kate Ritter, Governor's Office of Early Childhood Development  
DeCarla Burton, Supporting Provider Network Association  
Patricia Twymon, Family Childcare Provider  
Faith Arnold, Family Child Care Provider  
Holly Knicker, IL Department of Human Services  
Beth Knight, IL Network of Child Care Resource & Referral Agencies  
Cerathel Burnett, Carole Robertson Center for Learning  
Sue Wilson, The First Step Day Care Center  
Martina Rocha, Together for Childhood Network  
Carie Bires, Ounce of Prevention  
Janice Woods, Chicago Commons  
Anna Colaner, Governor's Office of Early Childhood Development  
Melissa Brown, Child Care Resource and Referral  
Lisa Kambich, Association of Illinois Montessori Schools

**Absent**

Judith Walker-Kendrick, Chicago Coalition of Site Administered Childcare Programs  
Mary Jane Forney, IL Department of Human Services  
Levell Baker, Vision Builders Early Learning Center  
Coleen Moore, Children's Garden  
Gail Nelson, Governor's Office of Early Childhood Development  
Theresa Hawley, Governor's Office of Early Childhood Development  
Malia Owens, Skip-A-Long Home Network  
Linda Saterfield, IL Department of Human Services  
Layla P. Suleiman-Gonzales, Department of Human Services

**Invited Guest**

Chris Boyster, Deputy Director, Office of Legislative Affairs, DCFS  
Agata Czyzewska, Illinois Action for Children

**Subcommittee Members – DCFS Staff Members**

George Vennikandam, Acting Deputy Director, Division of Regulation & Monitoring  
Carol Morris, Co-Chair, Associate Deputy Director, Division of Regulation & Monitoring  
Richard Alexander, Regional Licensing Administrator, Northern Region,  
Marsha Townsend, Regional Licensing Administrator, Central Region  
Eileen Carr, Supervisor, Day Care Licensing, Cook  
Ken Yordy, Supervisor, Day Care Licensing, Marion, Southern Region  
Mary Harlan, Supervisor Licensing Day Care, Mount Vernon  
Paula McClain, Supervisor, Day Care Licensing, Decatur, Central Region  
Rebecca Nichols, Day Care Licensing, Bellville  
Dallas Crome, Div. of Regulation & Monitoring, Licensing Policy & Training  
Theenshina Mayfield, Day Care Licensing Representative, Cook  
Johnnie Rambo, Division of Regulation & Monitoring

**DCFS Staff Absent**

Denice Murray, Chief of Staff and Co-chair  
Edie Gurley, Day Care Licensing Representative, Cook  
Yvonne Figueroa, Day Care Licensing Representative, Cook  
Bridget McKnight, Supervisor, Day Care Licensing, Northern Region  
Sanford Imhoff, Quality Assurance & Research

**The Minutes of the November 19, 2014 was approved.**

**Presentation by Matthew Grady, Chief Financial Officer, DCFS**

Mr. Grady reported on the FY 2016 Statutory Budget by Fund, the Governor's recommended budget.

Mr. Grady discussed the 5 funds that fund activities in the Department of Children & Family Services.

- Total funds for FY 2015 total budget is \$1 billion, 181.6 million
- FY 2016 the Governor recommended a total budget of \$1 billion, 33.8 million, a reduction of \$147.8 million
- The General Revenue Fund which is shared with all other state agencies will see a reduction of 139.2 million dollars
- Children Service Fund will see a reduction of \$8.6 million, the source of revenue are the Title IV-E Reimbursement

To achieve the reductions it is being proposed that services are discontinued for young adults ages 18 to 21 years. This would affect 2,400 young adults as of July 1. Services that will be impacted as a result of the reductions:

- Pregnant and Parenting Teens
- Housing, ILO/TLP
- Counseling
- Therapeutic Services
- Placement Alternative Contracts
- Educational support, Vocational training
- Scholarship, Youth in College

DCFS Appropriations Summary is affected in the following ways and is due to the discontinuation of services to young adults – 18 to 21 years old:

- Adoptions is reduced by \$8.9 million due to caseload decreases
- Foster Care is reduced by \$27.9 million
- Institutions & Group Homes, Residential is reduced by \$70.8 million
- All other grants will be reduced by \$3.4 million
- Personnel Service are reduced by \$27.8 million
- DCFS authorized headcount caseload of 2808 reduction down to 2333

**COMMITTEE REPORTS**

**Data – Theenshina Mayfield and Anna Colaner**

- Theenshina reported the proposal was submitted to George Vennikandam
- Data Committee will streamline, collect and maintain data on providers preferred languages
- Met with Communication regarding data they wanted to collect
- Data committee would retroactively look at the first and/or second Data Report to look at alignment–Carol Morris will help guide the process

**Communication – Level Baker and Ken Yordy**

- Ken reported they are continuing to work with Yvonne Figueroa on Spanish translation
- The Authorization Form was translated (718-B)
- Continue to work on e-mail addresses for DCLR and providers
- Working on Supervisory Review substantiated by a license letter
- Made contact with Jennifer Florent to make DCFS Website for Day Care easier to access

**Training – Beth Knight and Eileen Carr**

- Beth reported that the Training Committee is planning to convene next week
- revisit the recommendations and prioritize a correlation of proposed topics to any existing training or sources for training
- Continue to identify existing training to minimize time and costs in terms of development

- Cross walk with the CCDBG requirements
- Review Section 4 of the DCFS Licensing Annual Report and review training components listed in the report

#### System Integration – Kate Ritter and Carol Morris

- Carol reported a meeting is scheduled to revise a 2015 Work Plan
- Meet with other committees to provide assistance or link them with other agencies or groups
- Worked on PowerPoint with Kate which came out of the Governor's Office for Early Childhood
- The PowerPoint is "Frequently asked questions and things you need to know about AcceleRate for DCLR". This will be going out to licensing representatives soon
- Recommend CCDBG is discussed at the next Advisory Council meeting

Sunshine Project – Carol reported the group met after Christmas – it was determined they need more knowledge of what the federal group is seeking

Jay Crome reported he has been in touch with Penn State's Better Kid Care and they have offered to help us with the CCDBG funding.

#### Ad Hoc Committee Immunization

- Carol met with Jay and Brad to developed a Policy Guide as a result of the measles outbreak
- A draft completed and Office of Child & Family Policy successfully tweaked the one-page medical report
- Received the analysis of (SIDS) and other changes for Rule 406 & 408
- Rule changes for 406, 407 and 408

#### Weighted Licensing

- Carol received notice from NARA executive director that will send dates soon
- Key Indicators, working to come up with the eligibility requirements with the exception of weighted violations
- The Committee will work with OTIS to develop the new software and the programming for the laptop tablets

Legislation Update Chris Boyster, Deputy Director, Office of Legislative Affairs reports the following:

- Issue of licensing YMCA day care camp and day camps as a day care facility
- He stated, the Department monitors YMCA's, and if problems occur they are addressed
- Look at Ad Hoc committee to address issue of exemption
- Child care programs operating in schools as after schools programs

Other legislation as it relates to child day care and the Department's focus

- Senate Bill 53 DHS taking over Licensing Day Care
- Senate Bill 1750 – establishes an advisory board as a workgroup to monitor licensed child care facilities

Send link out to every on the Governor's FY 2016 Budget Briefing Budget

Calendar and Updates – Next meeting April 16, 2015

Meeting adjourned