



# Meeting Minutes



<b>Meeting Title:</b>	<b>Bureau of Child Care Licensure Advisory Council</b>	
<b>Meeting Location:</b>	Via Zoom	
<b>Meeting Date:</b>	05.19.23	
<b>Time:</b>	1:00 P.M.	
<b>Attendees:</b>	<b>Advisory Committee Members:</b> Lori A. Rolison Dr. Chad Allgood Tonya Jones Cathy Grace Nita Thompson Cora-Lee Rogers Stella Patino	<b>Bureau Child Care Licensure Staff:</b> Chriscella Clay Lakeisha Bland

	AGENDA TOPIC	NOTES
<b>I</b>	<b>Welcome, Call to order, and Establish Quorum</b>	Lori---Motioned to start the meeting at 1:03 p.m. Tonya Hope Jones---Seconded that motion. Quorum established with eight (8) council members present.
<b>II</b>	Motion to Approve Minutes from 02.24.23 Meeting	Lori motioned to approve February 24, 2023, meeting minutes.
<b>III</b>	Update on Vacancies	Chriscella Clay—The information was submitted in March 2023 to be reviewed; awaiting to hear back if appointments were approved by Board of Health.
<b>IV</b>	MDHS—Early Childhood Care and Development	Dr. Chad Allgood <ul style="list-style-type: none"> <li>▪ Upcoming Town Hall Meetings (Quality System Rebuild) In process of replacing standard center process. Prepared potential model based on previous feedback. This summer four (4) face-to-face meetings will take place; Delta, Tupelo, Jackson, Hattiesburg, and two (2)</li> </ul>



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		<p>additional meetings will be held virtually.</p> <ul style="list-style-type: none"> <li>▪ PDG (Preschool Development Grant)-Focus Group Recruitment (Not Mississippi over this) Presenting model that is being proposed. A link will take you directly to grant that was submitted to Federal. It is not meant to replace any current organizations; it is only meant to strengthen. Heavy involvement with providers and parents.</li> <li>▪ Child Support Requirements Change—As of May 15, 2023, the Child Care Payment Policy has been updated. The requirement for cooperation for childcare assistance has been removed. Supporting parents who are actively working, and parents who are in school full-time.</li> </ul> <p>Lori—Single moms are happy. Had an employee crying and happy because she would now qualify to get childcare assistance.</p> <ul style="list-style-type: none"> <li>▪ Child Care Strong Grants (Dr. Chad Allgood) ---Every month there is a random sample of providers to be monitored. Still working through with providers to get pass due reports in. Encourage other providers to get up to date with their reports. For those who do not get up to date with their reports, the next step will be to recoup money and/or garnish funds given to facilities monthly.</li> </ul> <p>Cathy Grace-Recommend sending communication out to providers in attempt to avoid having to garnish, etc.</p> <p>Dr. Chad Allgood—MDHS has already sent out certified letters to providers who still need to submit their report.</p>
V	Public Comments and Other Business	<ul style="list-style-type: none"> <li>▪ Cathy Grace—Licensure Regulations-When will there be</li> </ul>



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VI	Move for the Meeting to be Adjourned	<p>an opportunity to contribute feedback? Specifically addressing infant and toddler ratios, and burnout.</p> <p>Chriscella Clay—At this time the management team is looking at Regulations. When it is time to discuss Regulations, that information will be communicated to providers.</p> <ul style="list-style-type: none"> <li>▪ Stella- ‘I would like to shoutout the Fingerprint System. Thank you to the whole team who put this system in place. Quick response, outstanding system! This is amazing for public service.’”</li> <li>▪ Lori motioned for the meeting to be adjourned at 1:27 p.m.</li> <li>▪ Cathy second that motion</li> </ul>

## ACTION ITEMS

#	Step	Person (s) Responsible	Due Date

Minutes Submitted by:

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# Meeting Minutes



## ACTION ITEMS




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## Instructions for Form 1075, Meeting Notes

**Revision Date, 1/22/18**

**Purpose:** The MSDH Meeting Minutes is optional and not mandated for use; however, it is strongly recommended to meet adequate documentation standards as a PHAB accredited agency. The form serves as strong documentation that a meeting took place and what was discussed. This documentation is very important for continuing accreditation.

**Instructions:** Prior to the meeting, prepare the agenda with topics to be discussed and times for discussion. Meeting Title, Location, Date and Time should match what is listed on the Meeting Agenda (Form 1074). Agenda topics should also be listed in the table provided, and corresponding discussion and/or decisions made should be entered into the notes section of the table. The Action Items table should be completed to list actions to be taken after the meeting, as well as who is responsible for their completion and any relevant deadlines associated. There is space in the footer for the name of the person who compiled the minutes and submitted them to the group for review and approval.

**Office Mechanics and Filing:** To be determined by meeting purpose and topics discussed.

**Retention Period:** To be determined by meeting purpose and topics discussed.

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Mississippi State Department of Health

Revised 1/22/18

Form 1075