

## Licensing Advisory Committee

April 14, 2010

### Meeting Summary

**Members present:** Mat Aubuchon, Kelly Bowes, Cynthia Dicken, Tom Keables, Jerry McLain, Cathy Moyer, Noel Nelson, Joani Reynolds, Ross Wright, Jerry Yager.

**Members absent:** Rosemarie Allen, Michelle Molina, Lily Nie, Sarah Pacetti, Ellen Stephan, Connie Vigil.

**Also present:** Roger Esquibel (CDHS Licensing Administrator, for Rosemarie Allen), Stephanie Antoun (FCAAC), John Creager, Intern – CU Denver

#### Public Input

There was no public input.

#### Approval of minutes

Minutes from the 03/10/10 meeting were reviewed and approved with the following change:

Page 1: "John Krieger" should read "John Creager".

#### DIRECTOR'S REPORT

Roger Esquibel presented the Director's Report for Rosemarie Allen:

1. A **Legal Licensing Administrator** has been hired to replace Dana Andrews's former position. The desire is to hire an attorney with at least 5 years of human services experience, and background in legislation and rules was fulfilled in the hiring of David Collins, who will begin his activities in the Department on May 3. He comes from the City and County of Denver, with immigration. His responsibilities will include rules and regulations, the Hague Unit (international adoptions), the Adverse Actions Unit, and the Less than 24 Hours Facilities Unit. David will attend the LAC meeting on May 12.
2. **Early Childhood Teacher (ECT) qualifications** (formerly child care center "Group Leader")  
Roger distributed a table of the different qualification options that will result in certification of ECTs. There was some confusion about effective dates listed in the table: Some indicate May 31, 2010, while others indicate May 31, 2011. Roger will follow up with Rosemarie to clarify the actual dates. Several LAC members commended Rosemarie on the clarity of the document format.

#### OLD BUSINESS

##### 1. Update on rules packets presented to State Board:

- Day Treatment Programs – this summer
- Wilderness Programs – this summer

##### 2. Legislative updates

Roger Esquibel provided the following information:

- HB 1044 (Licensure of neighborhood youth organizations); Passed House on 02/18/10, passed Senate on 03/23/10. Included changes to descriptions of groups that needed to be licensed with this license type.
- SB118 (Fingerprinting of exempt Child Care Assistance Program (CCAP) providers); Passed Senate on 02/24/10, passed House on 03/18/10.
- HB 1035 (12 month redetermination for CCAP eligibility): Passed House on 03/11/10, passed Senate on 03/11/10. Fiscal note removed.

##### 3. Mandatory inclusion of spouse's name on Family Child Care Home license

Roger Esquibel provided a response from Terry Santi: The spouse's name on the license is mandatory, but continuing education requirements apply only if the spouse is providing care.

## **NEW BUSINESS**

### **1. Facility overview: Camps**

Jerry McLain provided a very informative overview of the numerous and diverse types of camps that are licensed as child care facilities in Colorado. For camps accredited by the American Camp Association, he referred us to their website at [www.aca.com](http://www.aca.com).

### **2. Other items committee members would like to discuss:**

Jerry Yager expressed concern that the hiring of an attorney may be perceived by providers to mean that LAC's philosophy, role, structure, and activities may be changing, particularly having a more regulatory focus as compared to one of collaboration and communication. Roger indicated that David Collins's role in adverse actions would probably be at the stipulation phase. Roger reiterated the importance following the CDHS chain of command (i.e., Licensing Specialist > Supervisor > Administrator). Cathy Moyer requested an organizational chart to help providers understand the chain of command and David's position on it. In addition, Cathy suggested including in the Rules and Regulations book a description of the chain of command and process that providers should follow. Roger offered to have Jeannie provide LAC members with the Adverse Action PowerPoint presentation to share with constituents as needed. Kelly Bowes, Noel Nelson and others recommended that CDHS make a written announcement of David's hiring and his future roles and responsibilities to help communicate with providers and dispel perceptions that may impact LAC's activities. Cathy mentioned Rosemarie's support of a Providers Bill of Rights to explain the step-by-step process that providers should follow when they oppose a cited violation.

### **3. Topics to cover at future meetings**

- David Collins's vision of LAC's role and processes to support him
- Introduction of LAC members to David
- Legislative update
- Clarification of effective dates for Early Childhood Teacher qualification options
- Preschool provider overview (Kelly Bowes and May Aubuchon – June?)
- List of Licensing Specialists and assignments to providers (July)

## **INFORMATION**

### **Locations and Dates for future meetings**

Location: Colorado Department of Human Services  
1575 Sherman Street  
Rooms 4A/B

Time: 1:00 - 3:00PM

Dates: 5/12/10  
6/9/10  
7/14/10