

December 18, 2017

Cynthia C. Dungey, Director  
Ohio Department of Job and Family Services  
30 E. Broad Street, 32<sup>nd</sup> Floor  
Columbus, Ohio 43215-3414

Dear Director Dungey:

We are pleased to present the state fiscal year (SFY) 2017 Ohio Child Care Advisory Council (CCAC) Annual Report. This report provides information about the discussions, input and actions of the CCAC during the past year.

The CCAC is committed to quality care and education services for all children. This year our efforts were focused on supporting the roll-out of the Ohio Child Licensing and Quality System (OCLQS) and influencing and advancing policy that supports the implementation of the State Plan and the rewrite of Chapters 5101:2-12, 5101:2-13 and 5101:2-14 of the Ohio Administrative Code. The goal of CCAC is to develop an appropriate balance between these interests in pursuit of the best system of care for children, parents, providers, and communities while maintaining a focus on availability, accessibility, affordability, and quality for children and families.

The CCAC is an example of a high functioning ongoing partnership between a regulatory agency and its stakeholder community. Together, the CCAC and the ODJFS have worked to maintain a rigorous focus on the consumer needs while ensuring high-quality access for families and children. There have been many regulatory changes over the past year making it imperative for effective communication, collaboration and alignment between the Ohio Department of Job and Family Services (ODJFS), the CCAC and the Early Childhood Advisory Council (ECAC). CCAC will continue to move toward a model of a high performing inclusive structure providing assistance and recommendations that are timely, relevant, non-duplicative, data driven and mindful of the need for alignment between CCAC, ECAC and ODJFS.

Sincerely,



Becky Ciminillo  
Ohio Child Care Advisory Council

cc: Michael McCreight, Assistant Director  
Kara Wente, Deputy Director  
Michelle Albast, Bureau Chief  
Jeff Van Deusen, Bureau Chief  
Tracey Chestnut, Bureau Chief

**Child  
Care  
Advisory  
Council**

# **Ohio Child Care Advisory Council Annual Report**

**July 2016-June 2017**



**Ohio Child Care Advisory Council  
Annual Report  
July 2016 – June 2017**

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## ***Statute Creating the Ohio Child Care Advisory Council***

Section 5104.08 of the Ohio Revised Code (ORC) directs the creation of the Ohio Child Care Advisory Council. This Council is to advise and assist the ODJFS in the administration of Chapter 5104. ORC and the development of statewide child care policies and procedures.

Council meetings are open to the public and held the fourth Thursday of each month. Agendas consist of discussions regarding current issues in child care, updates from ODJFS' Office of Family Assistance and needed action items to fulfill the Council's charge.

## ***Composition of Council***

Section 5104.08 ORC states: "The council shall consist of twenty-two voting members appointed by the director of job and family services with the approval of the governor. The director of job and family services, the director of developmental disabilities, the director of mental health and addiction services, the superintendent of public instruction, the director of health, the director of commerce, and the state fire marshal shall serve as nonvoting members of the council."

Six members shall be representatives of child care centers subject to licensing, the members to represent a variety of centers, including nonprofit and proprietary, from different geographical areas of the state. At least three members shall be parents, guardians or custodians of children receiving child care or publicly funded child care in the child's home, a center, a type A home, a head start program, a certified type B home, or a type B home at the time of appointment. Three members shall be representatives of in-home aides, type A homes, certified type B homes or head start programs. At least six members shall represent county departments of job and family services. The remaining members shall be representatives of the teaching, child development and health professions, and other individuals interested in the welfare of children. At least six members of the council shall not be employees or licensees of a child day-care center, head start program or type A home, or providers operating a certified type B home or type B home, or in-home aides. Members volunteer for three-year terms. To maintain their voting membership, they must attend at least 50 percent of meetings held each year."

## State Fiscal Year (SFY) 2017 Council Members

Member Name	Representation Type	Member Name	Representation Type
Haney, Deana	CDJFS	Lowe, Julie	Not-for-profit
Livas, Renee	CDJFS	Bigham, Kelly	Not-for-profit
Merriman, Kelly	CDJFS	Ciminillo, Becky <i>Co-Chair 7/1/17</i>	Not-for-profit
Rose, Windy	CDJFS	Bellmore-Pierse, Nicolle	Parent
Scarberry, Whitney	CDJFS	Fisher, Shannon	Parent
Mary Jo Hite	CDJFS	Latasha Ingram-Collins	Parent
Roden, Rhonda	CDJFS	Bieber, Michelle	Proprietary
Smith, Dwaine	CDJFS	Lindley, Jim	Proprietary
Boggs, Maureen	Community Professional	Selway, Paula	Proprietary
Dynia, Jaclyn	Community Professional	Traci Poellnitz	Type A
Perrino, Pam	Community Professional <i>Co-chair through 6/30/17</i>	Haile, Asyia	Type B
Sewell, Rhonda	Community Professional	Shiple, Patricia	Type B
Chalker, Laura	Not-for-profit		
<b>Ex-Officio Members</b>			
Breckenridge, Jye	Ohio Department of Health	Richards, Jay	Ohio Department of Commerce/Building Standards
Carlton, Stephanie	Ohio Department of Education	Spurgeon, Bill (William)	Ohio Department of Commerce/State Fire Marshal
Alloy, Valerie	Ohio Department of Mental Health & Addiction Services	Hauck, Kim	Ohio Department of Developmental Disabilities

## ***CCAC Standing Committees***

### ***Policy Sub-Committee***

The Policy Committee is responsible for developing recommendations to inform the planning and development of child care policies, procedures, and regulations. The committee focuses on the health and safety of children, the administration of licensed child care and the overall quality of all child care settings. Council's primary focus is to ensure that Ohio's child care policies encourage essential and foundational health, safety and developmentally appropriate practices and quality standards and to recommend policy changes to ensure accountability, accessibility, affordability and high quality to the consumer.

Member's responsibilities include the following:

- Reviewing existing rules and participating in the ODJFS rule revision process.
- Gathering and disseminating relevant research from other states and sources to inform and contribute to the process.

### ***Information Technology Sub-Committee***

The Information Technology (IT) Committee is responsible for developing recommendations to ODJFS on ways to enhance the Child Care Information Data System (CCIDS). CCIDS streamlines and centralizes the administration of publicly funded child care (PFCC) in Ohio. It helps county agency caseworkers determine eligibility for services, authorizes children to specific providers and issues direct deposit payments. The committee provides feedback on the Ohio Child Licensing and Quality System (OCLQS) used by providers, state and county workers for licensing and Step Up To Quality. Also, the committee makes recommendations on the Electronic Child Care (ECC) swipe card system used to record children's time and attendance.

The subcommittee's primary focus is the following:

- Reviewing communications materials and providing input.
- Providing recommendations to the department for enhancements.
- Focusing on improvements to current child care systems that create efficiencies and automated tools for the department, users, and stakeholders.

## ***Availability/Accessibility and Quality***

### ***Quality Infant/Toddler Care Workgroup***

The Quality Infant/Toddler Care workgroup discussed improving the supply and quality of child care services for infants and toddlers as required in the Child Care and Development Block Grant (CCDBG) Act. The committee was formed during SFY17 and focused on the following:

- Age group definitions
- Staff to child ratios
- Specialized professional development

The group's work will result in a letter to the Director during the SFY 18 to recommend rule changes that will result in improved quality and increase supply for this age group.

### ***Recruitment & Retention of Providers/Supply & Demand Workgroup***

The Recruitment & Retention of Providers and Supply & Demand workgroup discussed the development and implementation of strategies to increase the supply of high quality child care providers for children and families in underserved areas, specifically those providers that serve families eligible to receive publicly funded child care (PFCC). This topic is identified in the Child Care and Development Block Grant (CCDBG) Act. The workgroup was formed in SFY 2017 and focused on how the department can help providers become star rated in Ohio's Step Up to Quality (SUTQ) quality rating and improvement system to help meet the 2020 & 2025 goals by implementing the following strategies:

- Provide education/training and technical assistance
- Provide resources/tools
- An extensive marketing campaign

The group's work will result in a letter to the Director during the SFY 18 with recommendations to help increase the supply of quality child care providers that serve PFCC eligible families.

### ***Rural Child Care***

The Council reviewed and discussed a report by the Children's Defense Fund, *Ohio's Appalachian Children at a Crossroads* that was presented by Council member, Maureen Boggs. The report showed that children living in Appalachian Ohio still face many of the barriers to high quality child care that they faced 15 years ago:

- Over 150 child care programs have closed.
- Accessibility issues-There are 38,795 licensed child care spaces, but 146,121 to serve.
- Unemployment, food instability and poverty rates continue to increase.

### ***Multi-Function School Activity Bus (MFSAB)***

In SFY 2016, Council expressed the need for the ODE and the ODJFS to work with

the Ohio Department of Public Safety on the multi-function school activity bus regulation to ensure transportation remained a viable option for programs and families. During SFY 2017, it was presented in Council that the final version of rules were released and require ODJFS training and permit buses, MFSAB's and nine or fewer passenger vehicles for transportation.

## ***Affordability***

### ***Market Rate Survey***

Dr. Steven Nabar from The Ohio State University shared the results and his team's analysis of the Market Rate Survey. Council gave feedback and shared concerns about the results of the survey and what the financial repercussions for providers may be if reimbursement rates continue to be paid well below market rate. Council members requested that the department consider paying adequate rates to ensure equal access to child care for families with limited incomes.

### ***Child Care and Development Fund (CCDF) State Plan***

Updates on the Child Care and Development Fund State Plan were provided throughout the year. Workgroups were established to provide feedback and recommendations to the department about how to meet the federal requirements of the Child Care and Development Block Grant (CCDBG) Act of 2014. Council shared concerns about the financial implications to providers to comply with the new licensing rule package and required State Plan implementation. The concerns about the high costs associated with compliance to programs was also discussed in Policy Sub-Committee meetings specifically regarding the new licensing rules and the changes to the background check process. ODJFS staff provided clarification on the requirements.

## ***Administrative***

### ***Strategic Planning and Focus***

The CCAC held a strategic planning meeting in August of 2015 to determine strategies and areas of focus moving forward. Council reached agreement on several strategies and protocols in areas as mentioned in the SFY 2016 Annual Report. Below is a Strategic Plan progress update regarding the work done by the CCAC during SFY2017:

- Member role.
  - The role of Council and Council members was reviewed and discussed.
- Strengths of the CCAC past and current work.

- Due to several major policy and system changes that occurred during SFY 2017, Council was able to provide reflection, input, feedback and recommendation on several occasions from multiple views.
- Areas of opportunity and improvement.
  - CCAC meetings were moved to a date that followed scheduled ECAC meetings to ensure purposeful, timely and transparent communication between the two Councils and an ECAC representative shared updates at each CCAC meeting.
  - CCAC leadership was intentional when choosing new CCAC members to ensure a diverse representation.
  - Two workgroups were created to provide recommendations to the Director around quality infant/toddler care and increasing the amount of providers participating in SUTQ to meet state goals 2020 and 2025 and to assist with better meeting the CCDBG requirements.

## ***Council Member General Feedback and Discussions***

### ***Communication***

The Council and ODJFS worked together throughout this year to improve communication to the stakeholder community. The following are improvements made based on suggestions from the Council:

- ODJFS shift from mass emails to include the RSS feeds for communication. This shift was communicated and made by ODJFS. This allowed for interested individuals to sign up to receive updates from the department.
- Identified the need to have timely updates on other work in early care and education to ensure that CCAC recommendations remain current, timely, and relevant. After Council recommendation, ODJFS added an "Upcoming Policy Changes" link to the Child Care webpage to more effectively inform providers of policy changes.
- Updates from OFA Bureau Chiefs presented to Council at each meeting.
- Updates from the quarterly ECAC meeting presented at each meeting.
- CCAC requested that the letters of response from the Director are available on the website as well as the letters from the previous years. A new template was created, approved by Council and utilized for Council Recommendation Letters to the Director. All Council Letters of Recommendation and Letters of Response from the Director are now posted on the ODJFS website.
- Council shared discussion and concerns about the process and of the roll out of the rewrite of Chapters 5101:2-12, 5101:2-13 and 5101:2-14 of the Ohio Administrative Code. There were concerns about the volume of change with limited technical assistance from the state. Some of the recommendations given by Council to the department to assist providers through the transition were as follows:
  - Provide transition time.

- New ways to communicate about upcoming changes to policy. ODJFS implemented a communication system on the department's Child Care webpage "Upcoming Policy Changes" that informs providers about upcoming changes to the licensing rules.
- Provide technical assistance during licensing visits.

### ***SUTQ Validation Study***

It was shared with Council that a validation study was required through the Early Challenge Grant and the vendor, Compass Evaluation and Design, would complete the study in November 2016.

The results were shared and showed that SUTQ programs rated at any level have better outcomes for children and show that children are more prepared for Kindergarten according to KRA results. The Validation Study results also revealed that there were similar outcomes for rated Family Child Care programs. Council discussed report findings.

### ***Ohio Child Licensing and Quality System (OCLQS)***

Enhancements to the OCLQS automated system used by ODJFS and the Ohio Department of Education (ODE) to support licensing and SUTQ was soft launched in December of 2016 and launched statewide in January 2017. Council discussed and gave feedback and recommendations to the department as details of the system were reported at CCAC.

## ***Glossary of Terms/Acronyms***

This glossary of terms is provided as a convenience for readers of this report.

### **Accessibility**

The availability of child care when and where a family needs it.

### **Affordability**

The degree to which the price of child care is an expense that is feasible for families. High-quality care may be available, but it may not be affordable for families with low or moderate incomes.

### **Availability**

The degree to which a family has ready access to needed child care. Factors affecting this include not only geographic location, but also the availability of care for the child's age and at the needed time of day.

### **Child Care and Development Block Grant (CCDBG) Act of 2014.**

The Child Care and Development Block Grant (CCDBG) Act of 2014 is a law established to set minimum child care assistance eligibility standards and training requirements that will strengthen child care in the United States and support success for children and families.

### **Child Care and Development Fund (CCDF)**

The Child Care and Development Fund (CCDF) provides funding to States, that enable low-income parents to work or pursue education and training so that they may better support their families while at the same time promoting the learning and development of their children. The CCDF also provides funding to enhance the quality of child care for all children. Each State must create a State Plan to ensure full implementation of the Child Care and Development Block Grant (CCDBG) Act of 2014.

### **Child Care Information Data System (CCIDS)**

The automated statewide system that helps county caseworkers determine families' eligibility for publicly funded child care services; authorizes individual children to specific providers; issues direct deposit payments to providers; tracks each child's attendance times with the child care provider; and calculates the payment for child care services. CCIDS has many subsystems:

- Licensing
- Eligibility and Authorization (EA) - The case management system used to process applications, determine eligibility and authorize services for families receiving publicly funded child care in Ohio.
- Centralized Payments (CP) - Centralized Payments is part of the integrated statewide automated system used for paying providers. CP stores provider banking, rate and agreement information and receives payment information

from the Electronic Child Care system.

- Ohio Electronic Child Care (Ohio ECC)
- Provider Portal
- Step Up To Quality (SUTQ)
- Ohio Child Licensing and Quality System (OCLQS)

### **Child Care Center**

Any place that is not the permanent residence of the licensee or administrator in which child care is provided, with or without compensation, for seven to 12 children at one time, or any place in which child care is provided for 13 or more children at one time. Child care centers must comply with all rules in OAC Chapter 5101:2-12.

### **Council**

Advisory body to an agency or department.

### **Family Child Care Homes**

Child care providers that are regulated to provide services to children at their residence (Type A and Type B).

### **PFCC Eligibility**

The initial determination review to determine if a family is eligible for child care benefits. The current initial gross income requirement is 130 percent of the federal poverty guidelines.

### **Market Rate Survey**

A biannual federally mandated survey. The 2015 survey conducted by ODJFS in partnership with the Ohio State University Statistical Consulting Service to collect data to determine the appropriate reimbursement rates for publicly funded child care. The rates must be adequate to ensure equal access to child care for families with limited incomes.

### **Multi-Function School Activity Bus**

The "Multifunction School Activity Bus" (MFSAB) is designed to provide all of the crash safety standards that are found on a traditional school bus, but without the stop-sign arm and warning lights that traditional school buses need for frequent pick-up and drop-off at school bus stops. Thus, the vehicles in this category conform with all FMVSS requirements for school bus structural and crash standards, but are not required to have specialized warning devices such as stop signs and warning lights, and they are not required to be painted a specific color (i.e. school bus yellow).

### **OAC**

Ohio Administrative Code

### **Office of Family Assistance (OFA)**

The ODJFS, Office of Family Assistance, is responsible for the state's publicly funded child care program, the licensure of child care centers and family child

care homes, and Step Up To Quality. In SFY 2016, the child care program was managed by the following individuals:

Kara Wentz, Deputy Director, OFA  
Mindy Kowalaski, Chief, Policy and Operations  
Tracey Chestnut, Chief, Bureau of Child Care Policy and TA  
Michelle Albast, Chief, Bureau of Child Care Operational Support  
Jeffery Van Deusen, Chief, Bureau of Child Care Licensing and Monitoring

### **Ohio Child Licensing and Quality System (OCLQS)**

Automated system used by ODJFS and the Ohio Department of Education (ODE) to support Child Care Licensing and Step Up To Quality (SUTQ).

### **ORC**

Ohio Revised Code

### **Publicly Funded Child Care (PFCC)**

Child care reimbursed in whole or part by government funding while parents engage in work or approved school or training activities. The income guidelines changed effective September 28, 2015 from 125 percent to 130 percent of the FPL at the initial eligibility determination and from 200 percent to 300 percent of the FPL for on-going eligibility.

### **Quality**

In child care, the degree to which children are safe, healthy and receive appropriate stimulation. High-quality care settings are responsive; allow children to form secure attachments to nurturing adults; offer engaging, appropriate activities that facilitate healthy growth and development; and either prepare children for school or promote their success in school.

### **Step Up To Quality (SUTQ)**

Step Up To Quality is a voluntary five-star quality rating and improvement system for care and education programs.

### **Type A Home**

A child care setting that also is the permanent residence of the administrator, who may care for seven to 12 children at one time, including any children under 6 who are related to the administrator or to an employee.

### **Type B Home**

A child care setting that also is the permanent residence of the administrator, who may care for one to six children at one time but no more than three children under age 2. If Type B home provider cares for children eligible for the publicly funded child care program, the provider must be licensed by the Ohio Department of Job and Family Services.