



January 22, 2013

Michael B. Colbert, Director
Ohio Department of Job and Family Services
30 E. Broad Street, 32nd Floor
Columbus, Ohio 43215-3414

Dear Director Colbert:

We are pleased to present the state fiscal year (SFY) 2012 Ohio Child Care Advisory Council (CCAC) Annual Report. This report provides information on the discussion, input and actions of the Council during the past year. The CCAC is committed to quality care and education services for all children. We also recognize that child care is a business for both profit and nonprofit organizations. Our efforts are directed at developing an appropriate balance between these interests in pursuit of the best system of care for children, parents, providers and communities.

The CCAC is an example of the positive outcomes that can occur when a strong, ongoing partnership is developed between a regulatory agency and its community. Together the Council and ODJFS have worked on many complicated issues this year; most importantly, we have made many proactive decisions to ensure a positive outcome for Ohio's children in the future.

Sincerely,

A handwritten signature in black ink that reads "Chris Humphrey".

Chris Humphrey, Chair
Ohio Child Care Advisory Council

cc:

Michael McCreight, Assistant Director Health and Human Services
Trudie Bormann, Deputy Director
Alicia Leatherman, Deputy Director
Michelle Albast, Bureau Chief

**OHIO CHILD CARE ADVISORY COUNCIL
ANNUAL REPORT
July 2011 - June 2012**

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Statute Creating the Ohio Child Care Advisory Committee

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

The Ohio Child Care Advisory Council meetings are open to the public and meet the third Wednesday of each month. Agendas consist of discussions regarding current issues in child care, ODJFS Bureau of Child Care and Development monthly updates, and needed action items to fulfill our charge.

Composition of Council

Section 5104.08 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 Mental Retardation and Developmental Disabilities, the director of Mental Health, 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 daycare centers subject to licensing. These members 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 in a head start program or receiving child daycare or publicly funded child daycare in the child's own home, a center, type A home certified 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 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 daycare center or type A home, or providers operating a certified type B home or type B home, or in-home aides. Members serve on a voluntary basis for a three-year term and must attend at least 6 (50%) of the meetings per year to maintain voting membership on the council.

State Fiscal Year (SFY) 2012 Council Members

Member Name	Representation Type	Member Name	Representation Type
Saam, Renee	CDJFS	Crouse, Marjorie	Parent
Story, Amy	CDJFS	Stertzbach, Sarah	Parent
Foster, Sandra	CDJFS	Watson, Kate	Parent
Bope, Tracy	CDJFS	White, Lynette	Proprietary
Krasno, Joseph	CDJFS	Leonard, Louanna	Proprietary
Wallace, Lolita	CDJFS	Foster, Nicky	Proprietary
Perrino, Pam	Community Professional	Raneri, Teri	Type A
Brannum, Teri	Community Professional	McVicker, Barb	Type B
Humphrey, Chris	Community Professional	Montana, Gail	Type B
Ward, Elaine	Community Professional		
Johnson, Tasha	Not-for-profit		
Piazza-King, Julie	Not-for-profit		
Smith, David	Not-for-profit		
Ex-Officio Members			
Courts, Melissa	Health	Sokolnicki, Jan	Building Standards
Saunders, Diane	Education	Johnson, Ron	State Fire Marshal
Scott, James	Education	Fields, Marlene	Education
Bush, Katrina	DODD	Himmeger, Marla	ODMH
Leatherman, Alicia	ODJFS	Sanders, Bethany	Ohio Council 8/AFSCME)

This report revisits the events of the year (July 1, 2011, through June 30, 2012) and outlines the Child Care Advisory Council's activities for SFY 2013.

Availability

Annual Licensing Report

During the month of January 2012, CCAC attendees were presented the Annual Licensing Report to review the availability of child care in Ohio and update attendees on ODJFS licensing activities. Data showed as of June 30, 2012, there were 1,124 Star Rated programs. During this fiscal year there was an increase of 27 newly rated programs. These 1,124 Star Rated programs serve approximately 84,293 children in 84 counties; 29 percent of enrolled children are receiving care in Star Rated programs. In addition, 32 percent of the children in the publicly funded child care program are receiving services in these Star Rated programs.

There were 4,356 licensed facilities (centers and type A homes) at the end of SFY 2012. Further, there were a total of 274,936 children (combination of private pay and publicly funded) enrolled within a capacity of 340,913. This represents seven programs and 1,765 fewer children enrolled than at the end of SFY 2011. License capacity increased by 7,789 slots for all categories at the end of SFY 2012.

Committee Recommendation

CCAC attendees recommended further review of the licensing annual report data to examine applications and new providers to determine the number of centers and type A homes. As this information is reviewed, ODJFS will search for trending and possible influences (demographics, rural vs. urban etc).

Resource and Reference Documents

ODJFS created a resource guide containing contact information for the BCCD, Child Care Automated System and county agencies. Providers and stakeholders have full access to all contact information, including the Child Care Helpdesk, Ohio Electronic Child Care (ECC), the ODJFS Office of Family Assistance- Child Care website, RSS feed distribution, PWeb and county agencies. This resource guide also is posted on the child care website for public access.

Committee Recommendation

The one-page resource guide bridged the gap to better improve communications and contact between ODJFS and stakeholders/providers based on council recommendation.

RSS feed instructions were added to the resource guide and detailed handouts pertaining to the BCCD rule rewrite dates, goals compared to participation in rated and highly rated Step Up To Quality (SUTQ) programs, and manual updates. CCAC attendees also were instructed on how to sign up and receive clearance notices.

Committee Recommendation

ODJFS provided CCAC members and guests several topic-specific reference documents based on recommendation.

Accessibility

Child Care Biennium Goals

The Internal Biennium Goals were shared with CCAC for several months to create transparency between current and future ODJFS commitments. CCAC attendees had the opportunity to provide feedback and inquire on all biennium goals.

Committee Recommendation

Based on suggestions made by the CCAC members, additional detail was added to the ODJFS Child Care Internal Biennium Goals to provide project titles and due dates.

ODJFS Provider Newsletter

CCAC reviewed a Provider Communication Newsletter to be distributed to external providers and stakeholders. The newsletter included upcoming Child Care changes and accomplishments and is adjusted according to recommendations. For example, CCAC attendees commented that the large quantity of Child Care communication can cause provider/family confusion, thus, ODJFS determined child care topics be delivered from specific Child Care outlets based on their relevance (Child Care Mailbox, Child Care Policy Mailbox and eblasts).

Committee Recommendation

CCAC attendees recommended that ODJFS improve communication on upcoming Child Care changes. The council provided feedback to ODJFS regarding the first newsletter content and distribution timeframe. Also, the council recommended organization in which the content was distributed to alleviate provider and family confusion.

County Departments of Job and Family Services

County issues are brought forward at monthly CCAC meetings. Each request is discussed personally with the affiliated county and communicated back to the CCAC attendee. Communication then is sent to all counties via the ODJFS All-County Video Conference to maintain consistency statewide.

Committee Recommendation

The council and guests provide ODJFS with county issues to be resolved, such as contact numbers, Ohio Administrative Knowledge System (OAKS) shutdown, and inspection criteria.

CCAC Information Technology Committee

The Information Technology (IT) Committee is responsible for developing recommendations to ODJFS on the Child Care Information Data System (CCIDS). CCIDS includes Licensing, COLTS, SUTQ, Eligibility and Authorization, Centralized Payments, 3299 (certification of family child care providers) and Ohio ECC (time and attendance). The committee's focus is on

enhancements to current systems that create efficiencies and automated tools for the department, users and stakeholders. In the short term, this committee is charged with:

- Reviewing and providing input on various communication materials for Ohio ECC.
- Providing recommendations to ODJFS for enhancements.
- On-going, the committee will focus on enhancements to current IT systems that create efficiencies and automated tools for the department, users and stakeholders.

The Ohio ECC was implemented January 1, 2012.

Committee Recommendation

During the implementation of the IT Committee, CCAC attendees expressed issues, concerns and recommendations regarding the new Ohio ECC implementation to both the committee and council. The committee discussed and resolved many provider issues with Ohio ECC, including the creation of the top 10 Request For Change for the Ohio ECC system (submitted and approved by Xerox), manual claim and back swiping suggestions, Point-of-Sale installations, copayment, and language barriers.

Affordability

ODJFS Budget Reporting

The ODJFS 90 day re-run and SUTQ Effort Projection Report are distributed to CCAC attendees monthly. Attendees have the opportunity to provide budget, policy and procedure feedback based on report analysis. Distributing the ODJFS 90 day re-run and effort projection report also provide external providers and stakeholders with a clear picture on the ODJFS budget.

The number of children served by publicly funded child care continues to be constant, as does the distribution between center-based care and family child care homes. CCAC monitors the utilization of publicly funded child care monthly through the ODJFS 90 day re-run report.

Quality Achievement Awards were awarded to 1,136 programs in the amount of \$9,214,600.00 in SFY 2012. The average award to each center was approximately \$8,111.00 Programs chose the following priorities for utilizing their awards: classroom support, compensation and activity centers.

Committee Recommendation

CCAC budget, policy and procedure recommendations are discussed between CCAC attendees and ODJFS representatives and shared with ODJFS management for consideration.

The 90 day re-run was reviewed with the council, per recommendation, to provide an accurate picture of the monthly amount budgeted to ODJFS vs. the actual amount spent.

A recommendation was brought forth to update the ODJFS 90 day re-run report format. The new format should include the average family size and school/work status (full-time or part-time) and self-employment. A review of children in Star Rated programs should include the federal poverty level to inform the committee and ODJFS on the effort to serve families in poverty.

Market Rate Survey

Every two years, the Ohio State University completes a Market Rate Survey on behalf of BCCD. The Market Rate Survey was presented to CCAC attendees and released through the Child Care website for public review.

Committee Recommendation

CCAC recommended that the Ohio Child Care Resource and Referral Association verify the Head Start public and private rates to ensure accuracy within the survey and requested an explanation on how the calculation is made for centers that bill monthly with parents that pay weekly.

Quality

CCAC Policy and Rule Committee

The Policy and Rule Committee is responsible for developing recommendations to inform the Department's planning and development of child care policies, procedures and regulation. The committee's focus is on essential health, safety and overall quality in all child care settings. This committee is charged with:

- Reviewing existing rules and participating in the Bureau's rule revisions/reduction project.
- Gathering and disseminating relevant research from other states and sources to inform and contribute to the process.
- Focusing on the essential and foundational health, safety and developmentally appropriate practices, while understanding the relationship and alignment with quality standards.
- Providing feedback on current rules, such as crib federal guidelines, administrator credentials, etc.

The Policy and Rule Committee assisted with the development and planning of the BCCD rule rewrite. Recommendations made will improve quality, create consistency during inspections, and reduce language and content. All feedback was then taken to the ODJFS internal rule rewrite teams for changes to occur. The final rule revisions were reviewed with committee members and updated based on suggestions deemed appropriate.

Committee Recommendation

CCAC members reviewed each revised rule thoroughly and provided ODJFS with detailed recommendations. Also per committee recommendation, ODJFS created a matrix displaying suggestions, changes, and comments from ODJFS teams.

CCAC ODJFS Rule Recommendations

Each monthly council meeting presented updated and new ODJFS Child Care topics to receive feedback from CCAC attendees. These recommendations are brought to ODJFS staff for possible changes. CCAC attendee updates, issues and recommendations are discussed monthly as needed or requested to continue to advise the Child Care to ensure the health, safety and well-being of children while in care through licensing, certifying and regulatory activities.

Committee Recommendation

ODJFS items of importance for policy and rule reviewed/recommended by the council consisted of Birth-Kindergarten Entry Learning and Development Standards; Chapter 12 rules; Chapter 16 rules; Race to the Top Early Learning Challenge Grant; Annual Licensing Report; Market Rate Survey; and Mid-Biennial Budget.

The full committee will collectively see all council recommendations regarding the Internal Rule Rewrite.

CCAC attendees contributed health and safety recommendations regarding the new federal crib requirements and early childhood mental health, along with monthly rule and policy discussions.

Administrative

CCAC Term End Dates

All CCAC members term end dates will be June 30th (depending on each individual's three-year term) to create a rollover of 1/3 of the membership annually. This change provided the council with an opportunity for consistent feedback, stakeholder involvement and continued membership quality with a full council at all times.

Committee Recommendation

CCAC members motioned the approval of the member term end dates.

If a current CCAC member resigns mid-term, an attendee will be voted by the council to fill a temporary term; this temporary term does not affect the three year membership term if officially elected. Council quality is sustained by including a temporary member to maintain a full council. If a current CCAC member term expires, they may not serve in an available CCAC position until one full year has passed from their previous term end date. A one-year waiting period provides the council an opportunity for a fresh perspective.

Committee Recommendation

Council members motioned an approval of the temporary term process.

Four CCAC members were voted in by current committee members with an effective start date of July 1, 2012, due to the recent term end date change.

CCAC Committee Structure

To increase the quality of council recommendations, ODJFS added two committees within CCAC to provide specific and detailed feedback on ODJFS information technology systems along with policies and rules. The CCAC Policy and Rule Committee and IT Committee consist of CCAC members and guests. The committees give stakeholders an additional opportunity to provide feedback and recommendations on a variety of topics. The council has the discretion to appoint workgroups as necessary to address immediate concerns and/or unanticipated issues. In addition, standing committees work throughout the year to provide research, expertise and input on matters of ongoing responsibility. The CCAC and department leadership will review the committee structure annually and make changes deemed appropriate and approved by a majority of CCAC voting members.

CCAC Annual Report

The council shall make an annual report to the director of ODJFS that addresses the availability, affordability, accessibility and quality of child care and summarizes the recommendations and plans of action that the council has proposed to the director during the preceding fiscal year. Final council edits are made and submitted to the director of ODJFS with copies to the Ohio Governor, Speaker and Minority Leader of the Ohio House of Representatives, the President and Minority leader of the Ohio Senate and, on request, shall make copies available to the public. Council recommendations are noted at each monthly meeting and included within the appropriate annual report.

Committee Recommendation

The CCAC Annual Report is written and reviewed by all CCAC members for recommendations and edits. Council members motion to approve the annual report.

Union Update

AFSCME, Local Council 8 provided a presentation at each monthly meeting. CCAC attendees are encouraged to contact AFSCME with any concerns.

Legislation

Race to the Top Early Learning Challenge Grant (ELCG)

Race to the Top discussions occurred monthly throughout the year to update CCAC attendees on goals, budgets, timelines and progress. Many draft ELCG goals and projects were shared with CCAC for input before public view.

Committee Recommendation

CCAC recommendations were taken back to each ELCG committee for review. The roles of the CCAC IT and Policy and Rules committees have strengthened due to the need for specific input on systems, rules and policies around the ELCG.

Glossary of Terms

For the convenience of the reader, a glossary of terms has been provided as an addendum.

Accessibility

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

Affordability

The degree to which the price of child care is a feasible family expense. High quality care may be available but it may not be affordable for a family with a low or moderate income.

ARRA

American Recovery and Reinvestment Act.

Availability

The degree to which a family has ready access to needed child care. This might include not only convenient geographical location but also the availability of slots for the right age range and the right time of day. The converse of availability is unmet need for child care, which occurs when a family needs assistance with the care of children but cannot find it.

BCCD

Bureau of Child Care and Development, a subsection of ODJFS.

CCDF

Child Care Development Fund.

CCIDS

Child Care Information Data System, including many subsystems that support the child care program:

- Licensing
- 3299
- Eligibility and Authorization
- Centralized Payments
- Ohio ECC
- Provider Portal
- COLTS-Solar
- SUTQ
- Outlier Technology-Automated Inspection Tool

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 shall comply with all rules in Chapter 5101:2-12 of the Ohio Administrative Code.

Council

Advisory body to an agency or department.

Child Care

Office of Family Assistance- Child Care

Alicia Leatherman, Deputy

Michelle Albast, Chief, Bureau of Child Care and Development

Stephanie Shafer, Project Manager, Automated Child Care System

Tonya Kahley, Project Manager, Early Learning Challenge Grant

Janene Kehl, Project Manager, Early Learning Challenge Grant

ECERS-R

Early Childhood Environmental Rating Scale-Revised, which has been recognized nationally and internationally as a quality rating scale for more than 30 years.

ITERS-R

Infant Toddler Environmental Rating Scale-Revised, which has been recognized nationally and internationally as a quality rating scale for more than 30 years.

Limited Certification

Certification of either an in-home aid or type B family child care home provider who is an adult and who provides child care services for eligible children who are great-grandchildren, grandchildren, nieces, nephews or siblings of the provider, or whose caretaker parent is a grandchild, child, niece, nephew or sibling of the provider. Limited certification also applies to a type B family child care home provider who provides child care services to eligible children, all of whom have the same caretaker parent and who meet the standards for limited certification in accordance with Chapter 5101:2-14 of the Ohio Administrative Code.

Market Rate Survey

This survey is conducted bi-annually by ODJFS as a requirement of federal statute, to collect data to determine whether the reimbursement rates for publicly funded child care are adequate to ensure equal access for families with limited income who need assistance to pay for child care.

NARA

National Association for Regulatory Administration.

NCCIC

National Child Care Information Center.

OAEYC

Ohio Association for the Education of Young Children.

ODADAS

Ohio Department of Alcohol and Drug Addiction Services.

ODE

Ohio Department of Education.

ODH

Ohio Department of Health.

ODJFS

Ohio Department of Job and Family Services.

ODMH

Ohio Department of Mental Health.

ODODD

Ohio Department of Developmental Disabilities.

Ohio ECC

Ohio Electronic Child Care

OHP

Ohio Health Plan.

OPDN

Ohio Professional Development Network.

POS Device

Point of Service Device. Each provider that participates in the publicly funded child care program receives a POS device for tracking attendance.

PPI

Parent Provider Inspected Family Day Care Home. The parent and provider complete an inspection of the provider's home and verify in writing that the provider's home is in compliance with health and safety requirements, in accordance with JFS 01642, "Application/Inspection for Limited Certification." The provider and all adults in the home are exempt from the criminal records check, but must sign a conviction statement attesting to no disqualifying offenses.

PWEB

Provider-secure website for Ohio ECC data and reports for services provided to children in the publicly funded child care program.

Publicly Funded Child Care

These services may be provided for eligible public assistance clients who are participating in education or employment and training programs, such as the Jobs Opportunity and Basic Skills program. Child care services are provided for children under age 13. Families not receiving public assistance may qualify for help with child care based on their income and other expenses. Child care center and type A child care homes (homes with seven to 12 children) must be licensed by the state. Type B homes (private homes with no more than six children) are not required to be

licensed by the state, but they must be certified by a county agency in order to receive public child care services.

Quality

Child care commonly refers to early childhood settings in which children are safe, healthy and receive appropriate stimulation. Care settings are responsive, allowing children to form secure attachments to nurturing adults. Quality programs or providers offer engaging, appropriate activities in settings that facilitate healthy growth and development, and prepare children for or promote their success in school.

R&R

Resource and Referral Agencies. A statewide network of child care resource and referral agencies that provide services to families, child care providers, employers and the community.

SACERS

School-Age Environment Rating Scale

Special Needs Child Care.

Providing child care services to a child under 18 years old who does not function according to age-appropriate expectations in one or more of the following areas of development: social/emotional, cognitive, communications, perceptual-motor, physical or behavioral development, or a child with chronic health issues. The child's delays/condition(s) affect development to the extent that the child requires special adaptations, modified facilities, program adjustments or related services on a regular basis in order to function in an adaptive manner.

SUTQ

Step Up To Quality, a voluntary Three-Star Quality Rating System that recognizes and promotes early care and education programs that meet quality benchmarks over and above minimum health and safety licensing standards.

Type A Family Child Care Home (Type A Home)

A permanent residence of the administrator in which child care is provided for seven to 12 children at one time, including any children under 6 years old who are related to a licensee, administrator or employee of the type A home and who are on the premises of the type A home. A type A home also can have four to 12 children at one time if four or more children at one time are under two years of age, including any children under six years of age who are related to a licensee, administrator or employee of the type A home and who are on the premises of the type A home.

Type B Family Child Care Home (Type B Home)

A permanent residence of the provider in which child care is provided for one to six children at one time and in which no more than three children are less than two years of age at one time. (See Ohio Administrative Code for exceptions.)

A type B family child care home is certified by the director of the county department of job and family services, pursuant to ORC Section 5104.11, to receive public funds for providing child

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care services, pursuant to ORC Chapter 5104. Providers who meet limited certification requirements or provisional limited certification requirements are included under this category of care.