

PINELLAS COUNTY LICENSE BOARD FOR CHILDREN'S CENTERS
AND FAMILY DAY CARE HOMES
Minutes for Emergency Board Meeting for
August 22, 2007
APPROVED MINUTES

The Emergency Board Meeting of the Pinellas County License Board for Children's Centers and Family Day Care Homes convened Wednesday, August 22, 2007, at 6698 68th Avenue North, Pinellas Park beginning at 2:00 p.m.

Board Members Present: Cecilia Burke; Terri Hajian, Chairman; Angela Loring; Charles Minor; Donna Rippley, Secretary

Board Members Absent: Lourdes Benedict, Commissioner Morrioni

Advisory Members Present: Sharon Carie, Virginia Rowell, Anne Sullivan

Advisory Members Absent: Sharon Carder, Ann Hofmeister, June Moody,

County Attorney Present: Christy Pemberton

Staff Members Present: Suzie Lewis, Program Manager Children's Centers; Jewel Waiters, Program Manager Family Day Care Homes; Dana Stajkowski, Recording Secretary; Marianne Czarnatowicz, Office Administrator; and other agency staff

Call to order: The meeting was called to order at 2:00 p.m.

Agenda: The agenda was accepted as presented.

Transition Committee Report: Virginia Rowell, Committee Chairman, thanked the committee and reported to the Board the appointed subcommittee's recommendation that the PCLB pursue the Pinellas County Health Department option and begin negotiations as soon as possible to finalize an Inter-local agreement subject to resolution of the following four issues:

- Legal issue
- People issue:
 - Salaries
 - Health Insurance
- LB move date
- Money flow (directly to Health Department or flow through LB)

Ms. Rowell reported that the committee did due diligence and hoped the Board would approve the Committee's recommendation. She reported further that a letter from Commissioner Morrioni indicates the county will continue to provide legal council to the LB and that meetings are being held on the people issues.

Legal issue: Attorney Pemberton reported that the legal issue has been resolved; that the county will continue to provide legal council to the LB which does include the Hearing Officer's fee.

People issue: Staff reported that the Health Insurance is almost settled and that some salaries are still less, but the LB must fit into the Health Department salary structure.

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- Move date and people issue: Gary Cernan, JWB Contract Manager, reported that LB could stay until Christmas time if needed and that JWB is looking at allowing more dollars to equalize the salaries for staff.
- Money flow issue: Attorney Pemberton reported that the money flow issue has been addressed in the Interlocal Agreement by the LB assigning payments to the Health Department.
- Vote: The Committee recommendation was approved.
Charles Minor abstained from this and subsequent voting regarding the Health Department.
- Discussion: The Board was updated regarding the activities involved in assisting displaced staff in finding jobs; that JWB staff is assisting staff individually.
- Board request: Chairman Hajian asked Earl Reeves to come back on September 19 to report on assistance for staff from JWB regarding salaries.
- Interlocal Agreement: Attorney Pemberton reviewed the agreement with the Board.
- Motion: A motion was made by Donna Rippley and was seconded to amend the agenda to include the completed Interlocal Agreement. Motion approved.
- Motion: A motion was made by Cecilia Burke and seconded to approve signing the Interlocal Agreement. Motion approved.
- Attorney recommendation: To include in the Bylaws that the Health Department's ex-officio member cannot speak on any licensure action; they can only speak to things like regulations.
- Board recommendation: Cecilia Burke suggested there be a tool for the Board to use in evaluating the director. Attorney Pemberton will research evaluation tools for the Board to use for evaluating the Executive Director.
- September 19, 8:30 a.m.: The Board agreed to meet on September 19 for the following reasons:
- To approve the LB budget
 - To ratify the Interlocal Agreement
 - To amend the Bylaws
- Motion to adjourn: A motion was made by Cecilia Burke and was seconded to adjourn the meeting at 2:45 p.m.. The motion was unanimously approved.

Respectfully Submitted by,

Donna Rippley, Secretary