



DHMH

Maryland Department of Health and Mental Hygiene

4201 Patterson Avenue • Baltimore, Maryland 21215-2299

Martin O'Malley, Governor-Anthony G. Brown, Lt. Governor-Joshua M. Sharfstein, Secretary
State Board for the Certification of Residential Child Care Program Professionals

REVISED GENERAL SESSION AGENDA

April 11, 2014

**METRO EXECUTIVE BUILDING – 4201 PATTERSON AVENUE – ROOM 100
BALTIMORE, MARYLAND**

- I.** Call to Order
- II.** Review and Approval of General Session Minutes – March 14, 2014
- III.** Executive Director's Report
- IV.** Deputy Director's Report
 - **Draft Copy on Newsletter**
- V.** Certification Child and Youth Care Practitioners
- VI.** Legislative Report
 - **End of Session Report**
- VII.** Open Discussion
 - **Vote: When to begin Certification for “Grandfathered” Practitioners**
- VIII.** Opportunity for Public Comment
- IX.** Adjourn

**State of Maryland
Department of Health and Mental Hygiene**

**State Board for the Certification of Residential Child Care Program Professionals
General Session Minutes – April 11, 2014
Metro Executive Building – 4201 Patterson Avenue – Baltimore, Maryland**

In Attendance

Dr. Albert Zachik, Chair
Krystal McKinney, Vice Chair
Darlene Ham
Ada Pearl Thomas
Brady Daniels
Patricia Arriaza
Ertha Sterling – Garrett
Nancy Blackwell
Jennifer Younker
Nancy Hatch

Absent

Dorenzer Thomas

Staff

James Merrow, Executive Director
Gwendolyn Joyner, Deputy Director
Richard Bloom, AAG
Kristen Neville, DHMH, Legislation
Marian Ruth, Investigator

I. CALL TO ORDER

Albert Zachik, Chair of the State Board for the Certification of Residential Child Care Program Professionals (“State Board”) called the meeting to order at approximately 9:35 a.m. Board members welcomed new members, Ms. Nancy Hatch, Developmental Administration and Ms. Jennifer Younker, Program Administrator.

II. REVIEW AND APPROVAL OF GENERAL SESSION MINUTES

The State Board reviewed the General Session minutes from the March 14, 2014 meeting. On a motion made by Ms. Sterling-Garrett and seconded by Mr. Daniels the minutes were unanimously approved.

III. EXECUTIVE DIRECTOR’S REPORT

James Merrow, Executive Director of the State Board reported:

- A. **State Board Meetings** – Mark your calendar... The 2014 meeting dates are as follows: May 9, June 13, July 11, September 12, October 10, December 12. The meetings will begin at 9:30 a.m. at the Metro Executive Building located at 4201 Patterson Avenue in Baltimore, Maryland. Meetings will be held in room 100. **Please note that the State Board will not meet in August or November of 2014.**
- B. **Certification Report** – As of April 11, 2014 the State Board reports:

Board Code

Board	Status Codes	Occurrences
Acting Capacity	Active	3
Acting Capacity	Inactive	25
Program Administrator	Active	100
Program Administrator	Deceased	1
Program Administrator	Non-renewed	133
Program Administrator	Revoked	3
Program Administrator	Surrendered	3
	Total:	261

C. **State Standards Examinations**

The State Board will administer the Standards Examination for Residential Child Care Program Administrators for the remainder of Calendar Year 2014 to any individual who is invited to take the examination at mutually agreed upon dates. Any individual who has been approved to take the Standards Examination should contact the State Board's office at 410-764-5996 or via email at dhmh.crccp@maryland.gov to schedule their examination. For Calendar Year 2014, the scheduled dates for the administration of the State Standards Examination for Residential Child Care Program Administrators are: May 14, August 20 and November 19.

D. **Facility Closings**

There were two facility closings:

- Divine Intervention
- Aunt Hattie's Place – Silver Spring location, - Voluntary Closure

IV. **DEPUTY DIRECTOR's REPORT**

E. **Newsletter**

Ms. Joyner presented Board members with a copy of the draft newsletter for review. Comments should be emailed to Ms. Joyner by April 18, 2014. A final copy will be presented at the May Board meeting.

V. **CERTIFICATION CHILD AND YOUTH CARE PRACTITIONERS**

Dr. Zachik gave new Board members an update on the certification of RCYCPs. The University of Maryland School of Social Work Institute is putting together online training modules for Child and Youth Care Practitioners to take the online exam for certification, the exam is free and applicants who qualify under “grandfather status” will not be required to take the exam. Beginning October 1, 2015, individuals who want to work in a residential child care program will be required by Law to become certified as a Residential Child and Youth Care Practitioner in Maryland.

Discussion on Training Hours

Ms. Arriaza stated she has been working with the Institute to make sure that the Institute completes the modules within the original timeline as much as possible. The modules should be completed by October 2014 instead of January 2015, this will impact the subcommittee because members will be reviewing the modules in a much tighter timeline. Module 1 is ready for Pilot Testing. Ms. Arriaza stated that the Institute expressed concerns that the 20 hours of training is going to be hard to meet, she suggested that maybe there could be a range from 16 to 20 hours of training that would include the most pertinent information to providers. Board members agreed that the Institute should move forward in developing the 20 hours. Once the Institute has set the number of hours it will take, the providers who want to develop their own training will have to meet that number.

Discussion on Credit Hours

Board members also discussed what credit hours mean for Practitioners. According to the Institute the modules are a full semester of work, and this would constitute a three credit class. **COMAR regulations 10.57.03.3** currently reflects credit hours and contact hours of training. Board members recommended taking out the word **credit hours** from the regulations before they are published. The regulations should be changed to read **30 hours of training**.

VII. LEGISLATIVE REPORT

Board members were presented with an update on the 2014 End of Session Legislative Report. The report summarized a number of issues that affected most Board. Ms. Neville emphasized two Bills that did not pass:

- **SB 685** - This Bill would require all health care licensees within the Department that would require individuals to take 90 minutes of training on Child Abuse and Neglect before they could be initially licensed or certified and prior to their renewals. Ms. Neville stated this would be problematic for Boards. Additional staff would be needed and Boards would be required to tabulate the number of individuals who took the course, the number of individuals who failed to take the course and the number of individuals who would be disciplined for not taking the course. Board staff would also have to track how many individuals would be exempted. The additional responsibilities would make it difficult for staff. Ms. Neville stated she will be working with the sponsor to come up with another solution that will work for all Boards.

- ***SB 847/HB 157 – Pertains to Open Meetings Act.***

As both amended, would require the Joint Committee on Transparency and Open Government to conduct

a study “on the circumstances, if any, under which a public body, should be required to provide agendas in advance of meeting.” ***Both Bills failed.***

Board members may contact Board staff if there are questions regarding the Legislative report.

OPEN DISCUSSION

Board members discussed when Board staff would began accepting applications from applicants who qualify for “grandfathered status”. Board members agreed Board staff can began accepting applications on June 1, 2014, certification will begin on October 1, 2014. Since this is the first initial certification, some individual’s certificate may be valid for more than two years based on when their certificate was issued.

Board members also discussed the number of practitioners who are being hired. There have been 295 new individuals hired from October 2013 –March 2014. These individuals will be required to complete the training modules and take the online exam. Ms. Ham stated there are at least 50 new direct care workers hired each month. All Individuals hired after October 1, 2013 will be required to complete the training modules and online exam.

Board staff is concerned about the amount of paperwork coming to the Board since there are only two staff members. Board members are willing to help Board staff through the certification process, until Board staff can hire additional staff.

VIII. PUBLIC COMMENTS

No Public Comments

XI. ADJOURN

On a motion made by Mr. Daniels and seconded by Ms. Ada Pearl Thomas the General Session meeting was adjourned at 10:15 a.m.