

State of Maryland
Department of Health
State Board for the Certification of Residential Child Care Program Professionals

VIDEO CONFERENCE OPEN SESSION MINUTES

December 10, 2021

10:00 AM TO 11:00 AM

VIDEO LINK: meet.google.com/smq-icnf-cfy

Board Members Attendance

Krystal Holland, Chair
Janet Furman, Vice Chair
Nicole Smith, Board Secretary
Karen Powell
Robin Harvey
Sonya White-Norman
Paula Regan
Caroline Jones
Jametta Anderson
Dorenzer Thomas
Bong Delrosario

Guest

Kimberly Link, MD Dept. of Health

Board Staff Attendance

Darlene Ham, Executive Director
Gwendolyn Joyner, Deputy Director
Janay Knox, Licensing Coordinator
Margaret Lankford, AAG, Board Counsel
Deborah Donohue, AAG, Board Counsel
Lillian Reese, Legislative Regulations Coordinator

Absent

Christian Miele
Troy Pumphrey, Investigator

I. CALL TO ORDER

The Board's monthly General Session meeting was held via Google Meet on Friday, December 10, 2021. Krystal Holland, Board Chair for the State Board for the Certification of Residential Child Care Program Professionals (the "Board") called the meeting to order at approximately 10:01 a.m. Roll Call was taken by Ms. Holland. A quorum of the Board was present.

II. REVIEW AND APPROVAL OF DECEMBER GENERAL SESSION AGENDA

On a motion made by Ms. Powell and seconded by Ms. Harvey, the agenda for the December 10, 2021, General Session meeting was approved. The motion unanimously passed.

III. REVIEW AND APPROVAL OF OCTOBER GENERAL SESSION MEETING MINUTES

On a motion made by Ms. Powell and seconded by Ms. Harvey, the October 8, 2021, minutes were approved with corrections. The motion unanimously passed.

IV. LEGISLATIVE REPORT

A. Update on Board Regulations Proposal

- Ms. Reese informed the Board that the proposed amendment to regulations 10.57.02 and 10.57.03 should have been published in the Maryland Register on November 17, 2021, and the effective date would be December 27, 2021.

B. Update on Proposed Bill on Board Membership

- Ms. Reese informed the Board that the Board membership bill should be on schedule.

C. Upcoming Legislative Session

- Ms. Reese informed the board that the legislative session starts on January 12, 2022. The board was informed that the House will have a virtual legislative session and all testimony will be given virtually, but the Senate has not made that decision as of yet whether the legislative session will be virtual or in person.

V. BOARD CHAIR REPORT

- Ms. Holland welcomed the new Board Counsel, Margaret Lankford.
- Ms. Lankford informed the board that she has been with the Maryland Attorney General's (AAG) office for over 5 years and she has worked for the Prince George's County Hospital System for 5 years. Ms. Lankford informed the board that she has been in health care related law for a very long time. Ms. Lankford informed the board that she worked with United States Drug Enforcement Administration (DEA) for about 5 years and knows Ms. Janet Furman very well.
- Ms. Lankford informed the board that she became Board Counsel for the Board of Nursing back in July 2021. She was asked to temporarily fill in as Board Counsel for this board and she is very excited.
- The Board Members introduced themselves to Ms. Lankford.

VI. EXECUTIVE DIRECTOR'S REPORT

A. Network Security Incident

- The board was informed that the stats are unavailable at this time until the Maryland Department of Health network security incident has been resolved. The board was informed that the board staff has still been assisting the licensees and applicants.
- The Board was informed that the Board's website is still accessible and Board staff is being updated every day on the progress of the networking system.
- The board was informed that the stats and updates will be presented at the next meeting or whenever the system has updated for the Board staff to be able to access the information.
- Ms. Holland suggested that the Board should send a notice to the Child Care Agencies in regards to the current networking security incident.
- Ms. Lankford informed the board that she will meet with the Board staff to discuss solutions regarding the network security incident.

B. Facility Closing/Relocations

- No facility closings or relocations to report.

C. Board Vote for Officers

- The Board was reminded that the vote for new board officers is coming up during the January or February Board meeting
- The Board was reminded that the board has to vote for a new Board Chair and Vice Chair.

D. Certification Report

- The board was informed that the certification report is unavailable at this time until Maryland Department of Health network security incident has been resolved.

VII. DEPUTY DIRECTOR'S REPORT

A. 2021 RCYCP Renewals

- Ms. Joyner informed the board that she is unable to give an updated report due to the network security incident.

B. 2021 Program Administrator Renewals

- Ms. Joyner informed the Board that 82 Program Administrators are due to be renewed for the 2021 renewal period.
- Ms. Joyner informed the board that she is unable to give an updated report due to the network security incident.
- The Program Administrators renewal began on October 15, 2021 and ends on December 31, 2021.

VIII. RESIDENTIAL CHILD AND YOUTH CARE PRACTITIONERS-LICENSING COORDINATOR

- Ms. Knox informed the board that she is unable to give an updated report due to the network security incident.

IX. COMPREHENSIVE EXAMS

- The Board will administer the Comprehensive Examination for Residential Child and Youth Care Practitioners for the Calendar Year 2021 to any individual who meets the criteria for certification at mutually agreed upon dates and time.
- Individuals who have submitted all the required documents to become a Program Administrator should contact Board staff at 410-764-5052/5996 or via email at dhmf.crccpa@maryland.gov to schedule their exam.

X. OPEN DISCUSSION

- N/A

XI. OPPORTUNITY FOR PUBLIC COMMENT

- N/A

XII. ADJOURNMENT

- The next meeting will be January 14, 2022 at 10:00 a.m.
A motion to adjourn was made by Ms. Thomas, and seconded by Ms. Jones.
The motion unanimously passed.
- The General Session meeting adjourned at 10:38 am.

Submitted by:

Nicole Smith, Board Secretary