

**State of Maryland
Department of Health**

***State Board for the Certification of Residential Child Care Program Professionals*
Teleconference Open Session Meeting Minutes– April 1, 2020**

PHONE NUMBER: 1-860-391-6140

PIN#: 641431931

Board Members Attendance

Krystal Holland, Board Chair
Janet Furman, Vice Chair
Nicole Smith, Board Secretary
Sonya White-Norman
Karen Powell
Caroline Jones
Dorenzer Thomas
Christian Miele, Deputy Secretary
Paula Regan

Board Staff Attendance

Darlene Ham, Executive Director
Gwendolyn Joyner, Deputy Director
Janay Knox, Licensing Coordinator
Thomas Werthman, AAG
Lillian Reese, Legislative Regulations
Coordinator

Absent

David Bruce, Investigator
Robin Harvey
Pamela Curtis
Lauren Wahl, RCYCP

I. CALL TO ORDER

Krystal Holland, Board Chair, for the State Board for the Certification of Residential Child Care Program Professionals (“State Board”) called the meeting to order at approximately 11:03a.m.

II. REVIEW AND APPROVAL OF APRIL GENERAL SESSION AGENDA

On a motion made by Ms. Thomas and seconded by Ms. White-Norman, the agenda for the April 1, 2020 General Session meeting was approved.

III. BOARD CHAIR REPORT

A. Updating Training Materials on Institute Website

- The board was informed that Ms. Goldie Morton from the Institute has started forwarding the 1st training module for it to be reviewed.
- Ms. Jones volunteered to review the 1st training modules with Ms. Holland.
- The board was informed that there may be additional training modules forthcoming for review.

IV. EXECUTIVE DIRECTOR'S REPORT

A. Facility Closing/Relocations

- Maryland Salem Children's Trust, Inc is closing on June 6, 2020.

B. Board Staff

- The board was informed that the board staff is still conducting business as usual during the COVID-19 pandemic except board staff cannot administer exams.

C. House Bill 1108

- Ms. Reese informed the board that the legislative session had to end 3 weeks earlier than expected. The bill did pass through the House, but the bill did not get a chance to pass through the Senate.
- There will be a special session possibly at the end of May for some of bills that did not get a chance to be heard during the regular session. There were only 650 bills out of 3000 bills that passed during the legislative session.
- Ms. Reese informed the board that the bill probably will not pass through the Senate until the 2020-2021 legislative session.

D. CERTIFICATION REPORT

- As of April 1, 2020, the State Board reports:

Board Code		
Board	Status Codes	Occurrences
Acting Capacity	Active	2
Acting Capacity	Inactive	47
Acting Capacity	Non-renewed	6
Program Administrator	Active	76
Program Administrator	Deceased	4
Program Administrator	Non-renewed	206
Program Administrator	Revoked	3
Program Administrator	Surrendered	3
Youth Care Practitioner	Active	1204
Youth Care Practitioner	Deceased	1
Youth Care Practitioner	Inactive	1
Youth Care Practitioner	Non-renewed	837
Youth Care Practitioner	Surrendered	1
Youth Care Practitioner	Suspended	2
	Total:	2,393

V. DEPUTY DIRECTOR'S REPORT

- Ms. Ham informed the Board that 76 out of 103 Program Administrators are currently active. Out of 103, 27 Program Administrators are currently in non-renewed status.

VI. RESIDENTIAL CHILD AND YOUTH CARE PRACTITIONERS – LICENSING COORDINATOR

- Board Staff reported that fifty-four (54) new RCYCP applications were received since the February's Board meeting. There are 305 RCYCP applications currently pending.
- There were twenty-eight (28) applicants that have been certified since the last Board Meeting. There were twenty-seven (27) RCYCP applicants and one Program Administrator applicant that were certified.
- Ms. Smith made a motion to approve the certification list, Ms. Regan seconded the motion.

VII. COMPREHENSIVE EXAMS

- The State Board will administer the Comprehensive Examination for Residential Child and Youth Care Practitioners for the Calendar Year 2020 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 dhmh.crccpa@maryland.gov to schedule their exam.

VIII. OPEN DISCUSSION

- N/A

IX. OPPORTUNITY FOR PUBLIC COMMENT

- N/A

X. ADJOURNMENT

- On a motion made by Ms. Jones and seconded by Ms. Thomas, the General Session meeting adjourned at 11:18a.m.

Submitted by:

Signature on Original

Nicole Smith, Board Secretary