

**State of Maryland
Department of Health**

***State Board for the Certification of Residential Child Care Program Professionals*
Teleconference Open Session Meeting Minutes– April 30, 2020**

PHONE NUMBER: 1-602-892-5119

PIN#: 797956298

Board Members Attendance

Krystal Holland, Board Chair
Janet Furman, Vice Chair
Nicole Smith, Board Secretary
Robin Harvey
Karen Powell
Dorenzer Thomas
Lauren Wahl, RCYCP
Sonya White-Norman
Christian Miele, Deputy Secretary
Caroline Jones

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
Pamela Curtis, Consumer
Paula Regan

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 9:02 a.m.

II. ROLL CALL

- Ms. Holland did a roll call to make sure that all the board members were present for the open session meeting.

III. DISCUSSION AND VOTING TO DELAY CERTIFICATION TIME FRAMES

- Ms. Holland gave the board a brief description of Governor Hogan’s Executive order from March 5th, 2020 regarding the extensions on the professional licenses. Ms. Holland informed the board that the private agencies are encountering some problems at the agencies, in regards to the children and their staff.
- Ms. Holland proposed that the RCYCP licensing process time frame be extended until 30 days after the COVID-19 state of emergency pandemic is rescinded.
- Ms. Furman proposed that we also extend that time frame courtesy to Acting Program Administrators.
- Ms. Joyner proposed that we extend the time frame to Program Administrators licensing process since their application can be closed after 120 days.

- Ms. Holland clarified that all time frame restrictions for the applications and licenses would be extended during this pandemic.
- Mr. Werthman informed the board that he would update the draft for the time extension notice with new language to include the Program Administrators.
- Ms. Thomas made a motion that we accept the changes made as it relates to certifications of the RCYCPs during the COVID-19 and the licensing process be extended, so they can continue to work and the children will continue to receive the proper care and it will be in effect until 30 days after the declaration of the pandemic state of emergency is over. Ms. Wahl seconded the motion.
- Mr. Werthman stated that he will make adjustments to the draft per the Governor's executive order until 30 days after the pandemic and consult with board staff and Ms. Holland. Mr. Werthman explained to the board, the process of getting this notice approved. If we do not hear anything back from the Governor's legal team after 24 hours, then the public notice will be effective and posted to the website.

IV. **OTHER BUSINESS**

Administrative Meeting

- Mr. Werthman informed the board that the Administrative meeting was cancelled since all business was handled in the current meeting.

V. **ADJOURNMENT**

- On a motion made by Ms. Harvey and seconded by Ms. Smith, the General Session meeting adjourned at 9:13 a.m. The next scheduled Board meeting is Friday, May 8, 2020 at 10am.

Submitted by:

Signature on Original

Nicole Smith, Board Secretary