



MARYLAND Department of Health

Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Robert R. Neall, Secretary

State Board for the Certification of Residential Child Care Program Professionals

GENERAL SESSION AGENDA

May 10, 2019

**METRO EXECUTIVE BUILDING – 4201 PATTERSON AVENUE – ROOM 106
BALTIMORE, MARYLAND**

- I. Call to Order**
- II. Adjustments and Additions to Agenda**
- III. Approval of Agenda**
- IV. Review and Approval of General Session Minutes – April 12, 2019**
- V. Legislative Report**
- VI. Board Chair Report**
- VII. Acting Executive Director's Report**
 - Stats Report
 - Facility Closings/Relocations
 - Newsletter
 - Certificates of Attendance
- VIII. Deputy Director's Report**
 - RCYCP Renewal
- IX. Licensing Coordinator's Report – RCYCP Certification**
 - RCYCP Licensing Report
- X. Certification List**
- XI. Open Discussion**
- XII. Opportunity for Public Comment**
- XIII. Adjournment**

**State of Maryland
Department of Health**

State Board for the Certification of Residential Child Care Program Professionals
General Session Minutes – May 10, 2019
Metro Executive Building – 4201 Patterson Avenue – Baltimore, Maryland 21215

Board Members Attendance

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

Board Staff Attendance

Gwendolyn A. Joyner, Deputy Director
Ena Mendez, Licensing Coordinator
Katherine Giblin, AAG
David Bruce, Investigator
Lillian Reese, Legislation & Regulation
Coordinator

Absent

Christian Miele, Deputy Secretary
Robin Harvey
Maxine Galloway, Acting Executive Director
Carla Boyd, AAG

I. CALL TO ORDER

Krystal Holland, Chair for the State Board for the Certification of Residential Child Care Program Professionals (“State Board”) called the meeting to order at approximately 10:01 a.m.

II. REVIEW AND APPROVAL OF GENERAL SESSION AGENDA

On a motion made by Ms. Smith and seconded by Ms. Thomas, the agenda for the May 10, 2019 General Session meeting was unanimously approved.

III. REVIEW AND APPROVAL OF GENERAL SESSION MEETING MINUTES

On a motion made by Ms. Powell and seconded by Ms. Jones, the minutes from the April 12, 2019 General Session meeting were unanimously approved.

IV. LEGISLATIVE REPORT

- Ms. Mendez updated the Board that the Legislation & Regulations Committee will be meeting on May 13th.

- Ms. Reese notified the Board that a pre-proposal concept paper is due to the Office of Government Affairs by May 24th for any statute changes to go to the 2020 Legislation Session. Ms. Reese would need a Board document of the concept paper by May 20th.

V. **BOARD CHAIR REPORT**

- Ms. Holland notified the Board the Memorandum of Understanding with University of Maryland School of Social Work's Institute for Innovation & Implementation is up for renewal. Board staff will forward Ms. Holland a copy of the memorandum as well as the date the renewed contract is due.
- Ms. Holland informed Board members and staff that the hiring for the Executive Director position is still in process.

VI. **EXECUTIVE DIRECTOR'S REPORT**

- ***State Board Meetings - Mark your calendar... The 2019 meeting dates are as follows: June 14th, July 12th, September 13th, October 11th, December 13th. Please note that the State Board will not meet in August & November of 2019.***
- Ms. Joyner informed the Board that she followed up regarding the certificate of attendance for the informational sessions. The Board's logo may be on file with the Maryland Correctional Enterprise, MCE will notify Board staff if the logo is available.
- Ms. Joyner informed Board members, the Spring 2019 Newsletter has been posted to the Board's website.

VII. **DEPUTY DIRECTOR'S REPORT**

- Ms. Joyner informed Board members that she has been sending emails to RCYCPs who are due to renew by September 30, 2019. She stated that she sent the Memorandum concerning continuing education units. Ms. Joyner will notify Board members how many RCYCPs are up for renewal.

VIII. CERTIFICATION REPORT

- As of May 10, 2019 the State Board reports:

Board Code		
Board	Status Codes	Occurrences
Acting Capacity	Active	1
Acting Capacity	Inactive	44
Acting Capacity	Non-renewed	6
Program Administrator	Active	97
Program Administrator	Deceased	4
Program Administrator	Non-renewed	177
Program Administrator	Revoked	3
Program Administrator	Surrendered	3
Youth Care Practitioner	Active	1327
Youth Care Practitioner	Non-renewed	509
Youth Care Practitioner	Surrendered	1
Youth Care Practitioner	Suspended	1
	Total:	2174

Facility Closings/Relocations

- Our House, Inc., a residential childcare program licensed by the Office of Licensing and Monitoring is not in compliance with Code of Maryland regulations. The organization's license will be under a moratorium of future placements, effective immediately. The moratorium will last up to 60 days.

IX. COMPREHENSIVE EXAMS

- The State Board will administer the Comprehensive Examination for Residential Child and Youth Care Practitioners for the Calendar Year 2019 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. RESIDENTIAL CHILD AND YOUTH CARE PRACTITIONERS – LICENSING COORDINATOR

- Board Staff has received forty-five new RCYCP applications since the April 12, 2019 Board meeting. There are 141 applications currently pending. Forty-one applicants have been certified since the last Board Meeting.
- Board Members discussed the breakdown of pending RCYCP applications. Currently four applications have been pending past 180 days. Those four applications are still pending as they are in the Board's criminal history review phase and the Licensing

Committee has taken action on them. Nine RCYCP applications were administratively closed after receiving a notice letter to complete the application & pass the RCYCP Final Exam. Six applicants passed the RCYCP Final Exam and became certified after receiving a notice letter.

XI. CERTIFICATION LIST

- On a motion made by Ms. Thomas, and seconded by Mr. Daniels, licensees were approved.

XII. OPEN DISCUSSION

- None

XIII. OPPORTUNITY FOR PUBLIC COMMENT

- None

XIV. ADJOURNMENT

- The next meeting will be June 14, 2019 at 10:00 a.m. On a motion made by Ms. Jones, and seconded by Ms. Powell, the General Session meeting adjourned at 10:34 a.m.

Submitted by:



Nicole Smith, Board Secretary