

**CHILDCARE COMMISSION MINUTES  
OCTOBER 22, 2018  
CITY HALL CONFERENCE ROOM 5**

**Commissioners Present**

Iris Siegler, Chair  
Kim Torgerson  
Kathleen Shriner  
Andy Bjurstrom  
Chris Bjurstrom  
Susie Freligh  
Jolie Wenglikowski

**Staff Present**

Kelley Setters, Deputy City Clerk  
Randy Adams, City Attorney

**Commissioner Absent**

Samantha Tuskan

**Call to order**

Chairman Siegler called the meeting to order at 6:35 p.m.

**Approval of the Minutes from September 24, 2018 meeting (Action Item)**

**Motion by Shriner second by Torgerson to approve minutes; Motion carried.**

**Public Comments**

Iris Siegler introduced the newly appointed student representative Jaiden Estep to the commission. Jaiden is a student at Kootenai Bridge Academy and has enjoyed working with kids her whole life and is doing a senior project on childcare.

**Follow-Up of the Federal CPS Check (Action Item)**

- A. Confirm Timeline of implementation** – Kelley Setters, Deputy City Clerk, did a re-cap of the last meeting on the proposed changes to the city childcare code. These changes are necessary to come into compliance with the new federal background check requirements.

At the September 24<sup>th</sup> Childcare Commission meeting the commission decided on the option below:

- A. Providers continue you to have a background check through the City of Coeur d' Alene at a fee of \$51.50 each year. In addition they would get a form from the city and take it to the State Department of Health and Welfare office and pay \$20.00 for a State of Idaho CPS search. If they have lived in different states they will need to have a CPS check in each state (note: each state has a different fee for this search) the applicant will be responsible to bring the results of clearance back to Kelley at the city. Once they have cleared the background checks, TB, safe sleep, and CPR they will be given their permanent license. Temporary licenses will no longer be issued per the new federal law. Boise is currently doing "Option A". The new CPS check will be required every 5 years regardless of if you have been in the system for many years.*

In January 2019 all providers in the facility will need to complete the Federal CPS check. Samantha Tuskan suggested that we do it in phases by facility.

Ms. Setters presented several additional changes to the code regarding keeping the provisional license option in our code. It was determined to keep the provisional option if the background checks for CPS, FBI, and a TB were completed. The provisional would only be for extra time to complete the CPR and Safe Sleep classes.

Commission discussed code changes under Section 5.68.100: LICENSE DENIAL AND REVOCATION; NOTICE; APPEAL TO COMMISSION: Section A. Revocation: regarding minors that reside in a childcare facility and if marijuana or marijuana paraphernalia for personal use should be grounds for revocation of a license. Attorney Randy Adams will bring back draft language to the next meeting.

The commission agreed to add under 5.68.060:

- F. The results of the criminal background check required by this Chapter shall be deemed conclusive and no appeal shall be allowed to challenge the accuracy of such criminal background check. An applicant who disputes the results of the criminal background check must resolve any inaccuracies with the reporting agency before an application will be considered by the City.*

and under 5.68.100:

- E. Appeals: An operator or licensee who is denied a license or renewal of a license, or whose license is revoked, may appeal to the Childcare Commission. An appeal shall only address an error of law or fact made by the City Clerk or designee in the denial or revocation of a license, but no appeal shall be allowed to address a contention that the required criminal background check was inaccurate.*

**Motion by Shriner second by Freligh to approve** the changes presented other than section 5.68.100 which will be brought back to the next meeting; **Motion carried.**

#### **Appeal Discussion**

- a. Potential Code Changes – City Attorney, Randy Adams presented an appeal procedure and explained the open meeting laws to help the commission on their role in making appeal decisions.

#### **Representative Reports**

**NIAEYC**– None.

**NAFCC**–None.

**CENTER** – None.

**STUDENT** – Introduced student rep Jaiden Estep to the commission.

**Panhandle Health** – Workshop “Health and Safety Foundations for Early Care and Education” at the CDA Library on October 29<sup>th</sup> at 6:30pm presented by Levi Wenglikowski.

#### **Adjournment**

**Motion by Freligh to adjourn, seconded by Torgesen; Motion carried.**

**Meeting adjourned at 8:15p.m.**