

Date: October 11, 2023

Time: 11:00am-1:00pm

Participant Attendance:

Name	Present	Name	Present
Jennifer Simonson	X	Kristy Heitling	X
Kasie Mertzig		Katy Rees	
Mina Smith	X	Rachel Jackson	X
Annie Wahto	X	Matt Sorenson	X
Faith Gerber	X	Arcelia Contreras	
Carly Landau	X	Dale Lewis	
		Kaylee Baker	

DELC Staff

Facilitator: Abby Strom, Child Care Initiative Analyst

Note Taker: Marissa Alvarado, Executive Assistant to Early Learning Systems Director

HEADING	BRIEF DESCRIPTION	Feedback/Notes/Follow-up
Definitions	Added: Business Day, Fire Code Official, Physical Restraint, Premises Removed: Age Appropriate	██████ The added definitions make sense and seem clear ██████ Looks good!

	Amended: Child with Special Needs, Developmentally Appropriate	
Application Process	Added: 414-310-0130(2), Identifying owner on the application Amended: 414-310-0130(10) Restructured to improve clarify	<p>Do you know if this new language captures or meets ADA requirements?</p> <p>It is very similar, yes! Has there been any updates since April that you would know of Matt?</p> <p>Not to my Knowledge</p>
Policies	Added: 414-310-0200(2)(n), How staff proceed if a child is displaying unsafe behaviors. Amended: 414-310-0200(6), Individualized assessment requirements.	<p>We would need 1:1 support from you.</p> <p>We have the same issue, and we have a student right now who has someone who comes in to support them, but when they're not here</p> <p>We're in the 9th district, correct? Having 1:1 with children is challenging when trying to meet the needs of Mutiple children and having to bring another person on, so support in this would be beneficial.</p> <p>I agree with Matt. Very difficult when group sizes are large.</p> <p>We have faced similar issues, on top of already struggling to be fully staffed each day to meet the 15 to 1 ratio.</p> <p>It would probably be program to program on what is considered "reasonable"</p> <p>You are correct, 'reasonable' is a legal term that we won't be defining in rules</p> <p>Got it.</p>
Emergency Preparedness & Response	Amended: 414-310-0180(6), Frequency of alternate drills.	
Parental Permissions	Amended: 414-310-0210(1)(d), Permission for any center-sponsored religious or cultural event. 414-310-0210(6), Clarify when parent permission is required for photographs or recordings.	<p>Do cultural events feel weird?</p> <p>I think we're hoping to address that more with some rule guidance</p> <p>If the child reach program is in a church, maybe in the rules there's a written process on what we do as part of the program and kind of share that upfront</p> <p>Her program is inherently faith based.</p>

Staff Records	Amended: 414-310-0230(7), Verbal confirmation of enrollment in the CBR	<p>██████████ I've had situations where I've asked CCLD staff to give me their names and they won't give it to me so I'm not sure how to work around that ██████████</p> <p>██████████ I will take this feedback to our customer service team</p> <p>██████████ Can it be digital or does this mean a hardcopy?</p> <p>██████████ You can store pretty much all your documentations electronically so either way works</p>
Program Records	Added: 414-310-0240(7), Maintain records of suspected child abuse and neglect.	<i>No questions or comments were made during this section.</i>
Notifications	<p>Amended: 414-310-0260(1), Notify CCLD by 5:00pm the next business day (see definition of business day)</p> <p>414-310-0260(2), Notify CCLD prior to... (removed at least 30 calendar days)</p> <p>414-310-0260(5)(a), Notify parents immediately when a child does not arrive when transported from another program.</p>	<i>No questions or comments were made during this section.</i>
Program Leaders	Amended: 414-310-0300(2)(c), Lowered Oregon Registry Step level from 8 to 6 (This information is included in the Table 2 attachment)	<i>No questions or comments were made during this section.</i>
Assistant Program Leaders	Amended: 414-310-0310(a), lowered minimum age from 15 to 14.	<i>No questions or comments were made during this section.</i>
Annual Training	Amended: 414-310-0340(1)(b), Increased the minimum number of hours a substitute works in order to complete annual training requirements from 35 to 60.	<i>No questions or comments were made during this section.</i>

Training Criteria	Removed: 414-310-0350(6), Documentation of orientation, annual training. Conflicts with training and record keeping rules.	<i>No questions or comments were made during this section.</i>
Ratios & Group Size	Amended: 414-310-0360(8)(c), assistant program leader with CBR enrollment can supervise a group while in a contacted service.	<i>No questions or comments were made during this section.</i>
Healthy Climate	Amended: 414-310-0380(2)(e), Encouraging interactions between children of all abilities.	<i>No questions or comments were made during this section.</i>
Activity Plan	Amended: 414-310-0400(7), Clarified precautions needed to protect children from excessive sun exposure.	<i>No questions or comments were made during this section.</i>
Behavior & Guidance	Removed: 414-310-0410(8), Removed for redundancy, found in Physical Restraint.	<i>No questions or comments were made during this section.</i>
Physical Restraint	<p>Amended:</p> <p>414-310-0430(1), Reworded for clarity; references center's policy on how staff respond to unsafe behaviors.</p> <p>414-310-0430(4), Reworded for clarity; removed staff intervention.</p> <p>414-310-0430(6), Reworded for clarity, removed redundancies.</p>	<p>██████ If it's used more than once, is this in a day or in a month? Are those kinds of things clarified in the definition?</p> <p>██████ If it happens within a month's timeframe, you would still be required to develop a plan because it happened more than once</p>
Play Materials	Amended: 414-310-0520(2), Clarifies requirements for shock-absorbing surfaces.	<i>No questions or comments were made during this section.</i>
Outdoor Space	<p>Removed: 414-310-0530(4), Requirement for outdoor space to have two exits.</p> <p>Other sections reworded to provide clarity.</p>	<i>No questions or comments were made during this section.</i>

Handwashing	Amended: 414-310-0540(4), Any child unable to wash their own hands, staff may wash the child's hands with single-use cloth.	<i>No questions or comments were made during this section.</i>
Medications	Amended: 414-310-0570(5), Modifies language on medication storage to prevents use and access versus child-safety lock. 414-310-0570(5)(a), Emergency medication may (replaces shall) be placed in an unlocked container...	<p>Between school-age and certified centers. Does a certified center WITH school-age students follow both sets of rules? Does one rulebook take precedence over the other?</p> <p>If you are a CC that serves multiple age ranges you will follow the certified centers rules rather than School-age rules.</p>
Care of Children with Special Needs	Amended: Section title renames to Care of Children with Specific needs. Added: 414-310-0580(15), Specialized services provided at the center.	<i>No questions or comments were made during this section.</i>
Meals & Snacks	Amended: 414-310-0620(4)(c), Added nutritionally equivalent milk substitute to list of beverages that can be served. Added: 414-310-0620(4)(d), Parents may opt-out of milk service for their child.	<i>No questions or comments were made during this section.</i>
Transportation Overview	Amended: 414-310-0630(1), Clarifies when the program is responsible for ensuring transportation meets CCLD rule requirements. Removed public transportation and use of public school transportation on behalf of the center.	<i>No questions or comments were made during this section.</i>
Transportation Staffing	Amended: 414-310-0640(4), Reworded for clarity; references center notification requirements.	<i>No questions or comments were made during this section.</i>
Passenger Restraints & Seating	Removed: 414-310-0660(2), Added to subsequent rule- "Child passenger restraint systems and seat belts must be used according to law ..."	<i>No questions or comments were made during this section.</i>

Vehicles	Amended: 414-310-0670(9), Modified vehicle temperature requirements to align with indoor requirements: 68 to 85 degrees.	<i>No questions or comments were made during this section.</i>
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