

08-27-2010 Federal Review Conference Call Meeting

Today's meeting was attended by:

Montebello, MAOF, CCRC, Bellflower, Bassett, Palmdale, Baldwin Park, Urban League, Plaza, TRF, El Monte, Kedren, & Andrea

- 1) Training Updates
 - FCP trainings are planned for 9-1-10 and 9-20-10 to accommodate the needs of the agencies. Confirmation has gone out for attendance registration
 - Safe Environment training is planned for 9-7-10 in the afternoon. Notification will go out by the end of today
 - PDM training occurs monthly at the director's meeting
 - Fiscal training will occur at the monthly fiscal officer trainings
- 2) Grantee ERSEA Review debriefing
 - Grantee staff met to review the ERSEA review that happened this month, lessons learned and some strategies for the triennial review
 - It was suggested that a schedule of anticipated activities be developed in the case of an unannounced review as early as October
 - It was suggested that agencies develop a schedule or timeline for box completion to make the task more manageable
 - Because we do not know when the triennial review will happen, it was requested that agencies provide the grantee with the names of lead and back-up leads for systems and services who are well versed in answering the protocol & interview questions
 - We do not know if ERSEA will be another full review or partial, but at minimum, expect file reviews for 2010-2011 students
 - It was suggested that staff be mindful of appropriate answers/responses and to only answer the question unless the agency is able to demonstrate a best practice
 - As we prepare, the grantee will continue monitoring and will conduct sampling of 2010-2011 student files as well as monitoring for agency alignment of the grantee ERSEA policies and procedures
- 3) Recapping the 8-24-10 Governing Board Training
 - The training was well attended
 - The participants participated in an exercise of responding to the 2010 monitoring guide interview questions. The sample responses collect should be posted to prekkid.org today
 - Agencies were reminded that if additional training was needed to submit a T&TA request
 - The power point would be posted to prekkid.org for agencies to modify for their use
 - Agencies were asked for any feedback from the board members who attended
 - Agencies were reminded that should an unannounced visit occur, board members may need to be on-call and that they should be prepared with at least 2-3 board members ready to be interviewed
 - The same goes for PC in regards to being on-call, with multiple members review ready
- 4) Safe Environment Reviews Update
 - The feedback from grantee staff who have been participating in the collaborative process of safe environment monitoring has been positive
 - The safe environment monitoring will continue through September as agencies are still being contacted to set up visits
 - If agencies were not contacted for August-September visits, they may still get a call for an October visit
 - FCCH safe environment visits will be conducted in October

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- There will be a safe environment training on 9-7-10
 - It was strongly stressed that health and safety issues can cause immediate deficiencies and possibly close a program. Agencies were reminded that the grantee was only doing a sampling of centers and that agencies would be responsible for the remainder. Agencies were reminded (from a handout in the governing board training packet) of examples of potential immediate deficiencies.
 - Our goal is to have a clear review with no findings, but it's up to the agencies to monitor
- 5) HR File Reviews
- A lack of criminal background checks is cause for an immediate deficiency
 - The grantee will be posting to prekkid.org by Monday a Criminal Background Checklist/Tool to help agencies track and determine the current status of their HR documentation
 - The Criminal Background Checklist/Tool will need to be completed by 9-30-10
 - The PDC will then follow-up to validate the information on the checklist/tool
- 6) Other Needs
- There will be no federal review prep telephone call on Friday, September 3rd
 - The postponed ERSEA training has not been re-scheduled, however, the grantee is looking at September
 - Safe environment monitoring by agencies is extremely important and is dependent on on-going monitoring. It was stressed that agencies re-visit their safe environment on-going monitoring policy and procedure to ensure that the inspections are happening daily and even developing an additional monthly check as another layer to make sure that there are no health and safety issues
 - From last Friday, August 20th, there was a question regarding the Playground Inspection Report (California Regulation R-39-97 January 1, 2001, Safe Environment 2010, 1B) and the frequency. The answer shared by Fernando was:

Only the initial inspection by a Certified Playground Safety Inspector is required for the safety and placement of the equipment, access, surfacing, etc. Supplemental inspections are required only if play equipment is added, altered, changed, damaged, etc. However, per the CPSC guidelines, after the inspection, both routine and periodic inspections are required to assure that the playgrounds are safe for play.

It is up to the agency to set the timetable for the routine and periodic inspection, depending on the items and circumstances that will keep the play areas safe. The required routine and periodic safety inspections do not have to be conducted by a Certified Playground Safety Inspector.