

The State Advisory Committee on the  
Regulation of Child Care Facilities Minutes  
Wednesday, February 12, 2025  
10:00 am to 1:00 pm  
In-person as well as Virtual Meeting  
DSS State Office / North Tower Building Room 627  
1535 Confederate Avenue Columbia, SC 29201

**Members Present:**

**In person:**

Tammy Compton  
Jessica Sharp  
Lisa Corning  
Chasity Lesley

**Virtual:**

Althea Benson  
BJ Norris Long  
Rachel Ellis

**Phone:**

Felicia O'Neal

**QUORUM reached with 8 members**

**Members Absent:**

Tami Nix, Bonnye Hughes Peebles, Brandy O'Neill, Edward Brashier, Caroline Mullins,  
Lisa Flood

**Staff to Committee:**

Cynthia Lara, Frankie Peterson, April McDaniel, Samuel Fredricks, Rebekah Louis

**Guests:**

Princess Hodges, Assistant General Counsel  
Laura Drew, Assistant General Counsel  
Tammy Penner, Family Child Care Quality Coach CCR&R  
Cathy Kovacs, ABC Quality Program Manager  
Melissa Starker, SC Endeavors Program Manager  
April McDaniel, Central Child Care Licensing Supervisor  
Kena Hall, ABC Quality Program Manager  
Tylisha Hickson, Central Child Care Licensing Program Coordinator  
Kenneth Smith, Child Care Licensing Chief Fire Marshal  
Monica Akers-Bellamy, Family Child Care Quality Coach  
Peggy Wilson, Child Care Licensing Supervisor, Pee Dee  
Allyson Boone, Central Child Care Licensing Program Coordinator  
Nicole Shea, SC Endeavors Program Manager  
Hannah Sane, SC Endeavors Program Coordinator  
Jonica Penn, Midlands Child Care Licensing Supervisor  
Teneshia Slempa, Family Quality Coach, Lowcountry  
Debbie Earwood, Association of Christian Schools

The meeting was called to order at 10:41 am. Tammy Compton called the roll, welcoming all committee members and guests. The roll was taken with 8 members present.

*Chasity Lesley made a motion to approve the minutes from January 16, 2025 and seconded by Lisa Corning. All in favor, none opposed; so moved.*

*Tammy Compton, Chair, asked if there was a motion to accept the agenda. A motion was moved by Jessica Sharp and seconded by Althea Benson. All in favor, none opposed; so moved.*

114-513. Management, Administration, and Staffing.

D. Reporting of incidents

(1) The operator shall report the following incidents to the parents/guardians immediately and provide written notification to the Department within 48 hours after the occurrence:

(2)(b) A child who is missing on or from the premises or while under the care of the facility or who is left unattended in the group child care home or in a vehicle operated by the group child care home;

E. Death of a child

(1)(b) Immediately notify the licensing agency per SC code annotated section 63-13-440(C); and

G. Child records

(5)(a) Child's full legal name, nickname, birth date, date of enrollment, current home address and ~~home~~ a working telephone number;

(b) Full name of both parent(s)/guardian(s), work and home telephone numbers, or telephone number(s) where they can be reached during the time the child is in the group child care home;

(7)(a) The full name of both parents/guardian, and updated address, work, home and/or mobile numbers where they can be reached during the time the child is in the group child care home;

(8) Emergency information shall be updated by the parent/guardian as changes occur.

H. Staff records shall include the following:

(3) Three letters of reference for the group child care home operator:

~~(4)-(3)~~ (4) Criminal history background records check forms for the operator, household members, staff, substitute teacher(s), and emergency person(s) and volunteer(s); ~~not meeting the definition at 114-511A(28)~~;

~~(5)-(4)~~ (5) Record of training for operator and staff; and

~~(6)-(5)~~ (6) Written statements signed by all staff members regarding disciplinary policies of the group child care home.

~~(7)-(6)~~ (7) The operator shall maintain health records in the group child care home for himself/herself, staff, operator, household members, substitute teacher(s), emergency person(s) and volunteer(s) in accordance with 114-515G(1)(a) through (d).

I. Confidentiality and applicable laws and regulations

(4) The operator shall make available at least one copy of Section 63-13-10 et seq., Code of Laws of South Carolina, sections of the Children's Code related to child abuse and neglect and the current regulations for group child care homes that will be provided by the Department.

J. Communication

(2) Emergency telephone numbers for the police, fire department, ambulance service and poison control center shall be posted by each telephone in a prominent, easily accessible location.

(3) The Group Child Care Home will have an internal means of communication among staff when a second caregiver is required.

- (2) (4) The group child care home shall have electronic means of communications with the Department, except in locations where network service is unavailable or there is no coverage.

*Motion to accept changes to 114-513 A-J made by Jessica Sharp with Rachel Ellis seconding. All in favor, none opposed; so moved.*

Break; resume at 12:04 with quorum of 8.

#### K. Staffing

(1) (a) The operator, teachers, substitutes and emergency care persons, household members 18 years of age and older, and staff members shall not have been determined to have committed an act of child abuse or neglect.

(b) A check of the South Carolina Central Registry of Child Abuse and Neglect and database ~~including anyone who has lived in another state in the past five (5) years~~ shall be requested by the operator(s) on each staff person, substitutes, emergency care person(s), volunteers and household member 18 years or older. The person shall be subject to a state criminal register or repository check, a state sex offender check, and a state child abuse and neglect registry and database check in each state where the person has lived in for the previous five (5) years.

(c) The above reference checks shall be completed in accordance with the timelines below:

(i) Prior to the initial issuance of a regular or provisional license/approval, the operator and all household members 18 years of age or older.

(ii) Prior to employment; the staff person(s), substitutes, emergency care person(s) and volunteers and

(iii) At each license renewal; the operator, staff, substitutes, emergency care person(s), volunteers and household members 18 years or older who have not had a registry and database check within the past six (6) months.

~~(iv) For all persons hired by the group child care home at each license renewal.~~

~~(e)(d)~~ No group child care home shall employ or retain an individual who has been determined to have committed an act of child abuse or neglect.

*Motion to accept changes for K(1)(a) – (d) made by Chasity Lesley, seconded by Althea Benson. All in favor, none opposed; motion carried.*

*Tammy Compton asked for a motion to adjourn, Rachel Ellis made the motion and Althea Benson seconded. All in favor, none opposed, and the motion carried. The meeting adjourned at 12:41 pm.*

Additional meetings for 2025:

- March 12, 2025 (10:00 am to 1:00 pm)
- April 2, 2025 (10:00 am to 1:00 pm)
- May 7, 2025 (10:00 am to 1:00 pm)