

**DRAFT –Ratio of Licensing Inspectors
Section 5.2.2d**

Unmet Requirement	Current Status	Overall Target Completion Date	Steps/Activities	Activity Start Date	Activity End Date	Responsible Agency and Partners
Goal tied to requirement (e.g. implement policies, develop website, etc.)	For example, not yet started In progress	Date for overall goal	List each step out	Identify start date for each step	Identify start date for each step	Identify agency responsible for each step
Current FY appropriation provided funding to hire 35 additional consultants to bring the ratio to 1:98. Hire consultants to meet intended ratio.	In progress	November 19, 2016	<ol style="list-style-type: none"> Evaluate current caseloads and determine regional needs. Reconfigure regions and hire two new area managers to better balance supervision and caseloads (from 6 to 8) Posting of 18 licensing consultant positions Hire 18 licensing consultants (brings ratio to 113) Train new staff 	<ol style="list-style-type: none"> 7/1/15 7/1/15 12/1/15 1/1/16 2/15/16 	<ol style="list-style-type: none"> 10/1/15 12/31/15 12/31/15 2/7/16 5/16/16 	<ol style="list-style-type: none"> LARA LARA LARA LARA LARA
Review ratios and determine additional hiring timeline for currently appropriated staff (includes review of licensed exempt changes and monitoring needs)	Not started	November, 19, 2016	<ol style="list-style-type: none"> Research other state policies related to ratios for child care licensing and monitoring of licensed exempt providers Draft ratio and monitoring requirement language to be included in Performance Agreement between MDE and LARA Finalize ratio and monitoring requirement language to be included in Performance Agreement between LARA and MDE Route for signatures 	<ol style="list-style-type: none"> 1/1/16 7/1/16 8/1/16 9/1/16 	<ol style="list-style-type: none"> 4/1/16 7/31/16 8/31/16 9/30/16 	<ol style="list-style-type: none"> MDE and LARA MDE MDE and LARA MDE
Secure additional funding (if necessary) for additional child care	Not started	November 19, 2016	<ol style="list-style-type: none"> Based on determined need to meet expected ratio complete a cost analysis 	<ol style="list-style-type: none"> 7/1/16 7/1/16 9/1/16 	<ol style="list-style-type: none"> 8/31/16 8/31/16 9/30/16 	<ol style="list-style-type: none"> MDE and LARA MDE MDE

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licensing staff to meet monitoring requirements			2. Present cost analysis for review and consideration and approval 3. Request funding			