

**CHILD CARE LICENSING ADVISORY COMMITTEE
MEETING MINUTES**

13 Novemebr 2014
Cannon Health Building, Room 128
288 North 1460 West
Salt Lake City, UT

Members Present: Dale Smith, Nicole Cunard, Ilse Wilson, Julie Shakib, and Cindy Smith.

Members Absent: Joni Hemond and Jessica Goodman.

Department of Health and Child Care Licensing Staff Present: Marc Babitz, Simon Bolivar, Jessica Strout, Joyce Hasting, Kathleen Sanders, Sue Kirkham, and Donna Thomas.

WELCOME

Mr. Smith welcomed the members of the committee and the public.

OLD BUSINESS

Minutes from last meeting were approved by e-mail.

NEW BUSINESS

Advisory Committee Bylaws

Simon presented the new by-laws with the suggested changes. Most of the changes to our Advisory Committee are to say that this committee is for home based child care, letter E. pending minutes are minutes that have been posted in draft form. Public needs to have access within a certain amount of days, but they can be posted without being approved. Page 1 is clarification, Page 2 clarification that appointments and reappointments can be staggered so that the committee can be renewed each year. If anyone cannot come to a meeting, they can send a substitute so that we can also have a quorum to vote on decisions. Changes on record keeping are to abide by the law.

Nicole C.: Where are the minutes posted?

Simon: On our website, he then demonstrated where to find them. Starting next time the audio recording will be posted on the website. Last line states that the minutes can be approved by email.

The last page has a change on letter D, with an explanation that every meeting needs to make sure that there is plenty of time for the public to make any comments. Number of members that make a quorum have changed with the new committee.

Dr. Babitz clarified that a member cannot send a substitute more than 3 times and still be on the committee. Suggested that we drop the red part about public testimony, or at least drop the word 'citizen'.

Dale: Is lawyer okay with us to scratch the part about public testimony? Simon will run it by her to show that it is fine. It is proposed that we make that change.

Dale: Where does it talk about membership and continued membership after absences? Page 2. It is not 3 consecutive committee meetings, but it is three meetings during the year.

Dr. Babitz: It is not more than 3 unexcused meetings, so if it is excused they could be absent a lot.

Vote was unanimous with corrections discussed.

Nominations for Vice Chair. Nicole would be interested if no one else can, but it might be hard. Ilse and Julie cannot. Julie nominated Cindy, Ilse seconded. Cindy Smith was voted in as Vice Chair.

PFCCA sent out a newsletter with tips on cleaning for child care providers. Simon stated that CCL will put a link to PFCCA website from Licensing's website.

Monitors and why can't providers go outside with them: If you can have a monitor on a different floor of the house, why can't you have one outside while a child is sleeping inside?

Steve Matherly: It is harder to control all the variables outside, than it is inside.

Nicole: As a parent, I would want the same level of care that I have at home, and I take a monitor outside when I go outside while the baby is sleeping.

Cindy: I can see where if the baby wakes up you can't leave the other children outside to go and get the child from outside.

Dale: I can see if an infant is sleeping inside because if they wake up they are in the crib. A two year old wakes up and doesn't make any noise that you wouldn't hear them at all.

Dr. Babitz: How about the quality of the monitors? Can they pick up sounds from inside to outside? There would have to be some qualification of it.

Nicole: As a parent, I have not had that kind of problem with my monitor.

Simon: What I hear is that you are proposing that we extend this to the outdoors if it is within a certain range.

Dr. Babitz: Thinks that Licensing should go out and approve whether or not it would work.

Simon: We will talk about extending the interpretation to include outside. Simon will report next time.

Rule 90/50-8(8): Proposed by Center Committee, but affects home providers also: The provider shall report to Child Care Licensing Program within the next Department business day any fatality.....unless that medical service was part of the child'sthe provider shall also submit a written report to the department within five working days of the incident.

Add to IM that if a provider submits a written report within one day, then it is in compliance with the rule. Also add that working days are CCL program working days to definitions in the rule.

Recommendation from committee to approve.

Additions to the IM:

Changing Diapers: All children's diapers must be checked at least every two hours. Caregivers must change children's diapers if the diapers are wet or soiled.

1-3(9)- Pursuant to Human Services rule R501-12-4(8)(h), a provider may not be licensed to provide child care in a facility that is also licensed to provide foster care.

Simon explained that we want to license programs that provide treatment care for adults and child care for children. This is more for informational purposes.

Steve: Could there be something in the Interpretation Manual (IM) refer that a provider can contact Human Services for a variance to do both?

Simon: If Human Services decides to give them a variance then we could approve that.

AGENCY AND COMMITTEE UPDATES

Background Check card: Every individual that Child Care Licensing runs a background check on and they will receive a card. If a person comes to you with a card, providers have 10 working days to make a copy and send it to us, they do not need to pay the \$15.00 again.

Report from Child Care Center Licensing Committee:

Computerized record keeping: There is nothing in the rules that says that you can't keep records electronically as long as there is a way for the Licensor to check those things on the computer or on paper. Simon: Most of our forms are going to be electronic and you can submit forms online.

Office of Child Care: Steve Matherly: CCDBG is going through Congress, it will probably be finished today and go to the President for signature. CCDBG will require tiered benefit based on quality. We already have in place a lot of the items that are going to be required by the federal government. A lot of accountability – where are the subsidized children receiving care and what is the quality of that facility. Need to show a trend to improve quality for all subsidy children. CCPDI send an email about new subsidy payment requirements and updates to where we are at with the provider portal, etc. Do go to the OCC website and log in to the new provider portal.

Mr. Smith adjourned the meeting at 12:30 p.m.

The next meeting is January 8, 2015, from 11:00 am- 12:30 pm in Room 128 of the Cannon Health Building at 288 North 1460 West in Salt Lake City.