

**CHILD CARE LICENSING ADVISORY COMMITTEE  
MEETING MINUTES**

08 May 2014

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

**Members Present:** Dale Smith and Diane Wilkinson.

**Members Absent:** Joni Hemond, Julie Shakeb, and Jodi Jensen

**Department of Health and Child Care Licensing Staff Present:** Marc Babitz, Teresa Whiting, Simon Bolivar, Donna Thomas, Jessica Strout, Karrie Phillips, Colleen Murphy, Joe Petersen, Joyce Hasting, Kathleen Sanders, and Jennifer Franchow.

**WELCOME**

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

**NEW BUSINESS**

**Re-structure of the Advisory Committee**

Mr. Bolivar discussed H.B 159 and the re-structure of the Advisory Committee.

The advisory committee is now composed of the following nine members who are appointed by the executive director:

- two child care consumers
- three licensed residential child care providers
- one certified residential child care provider
- one individual with expertise in early childhood development
- two health care providers.

A quorum is five members and a majority vote is need for any official action from the committee.

Mr. Smith asked if consumers of home or center facilities could be a part of the committee.

Mr. Bolivar responded only home child care consumers can be a part of the committee. He will be accepting nominations for new committee members and will forward them to Dr. Patton.

Mr. Bolivar spoke about the function and responsibility of the committee. The committee will advise the department of rules for home providers only. The By-Laws will need to be updated to reflect these changes.

Mr. Bolivar responded to a public question regarding the center committee meeting dates. He stated that center committee meeting dates have not been determined.

Mr. Smith asked about the relationship between the home and center committee meetings. Mr. Bolivar responded saying changes made by the center committee could affect home based providers.

Ms. Whiting clarified that changes to the background screening rules could affect the home rules. The center committee does not have the power to make changes that could affect home rules. The proposed changes still need to go through public comment. Mr. Smith asked Mr. Bolivar if he plans to attend center committee meetings. Mr. Bolivar replied yes. Mr. Smith requested adding a section to the agenda that would provide updates from the center meetings.

Ms. Wilkinson asked about ways of increasing consumer awareness. Mr. Bolivar responded that Child Care Licensing posts notification on their website, sends an email to all interested parties, and mails a green post card to regulated providers. Ms. Wilkinson asked Mr. Matherly if he would post notification on the Care About Childcare website. Mr. Matherly said he would post notices under the parent tab on the website. Mr. Smith suggested using public radio as a way to increase awareness. Mr. Bolivar responded by saying the program does not have access to public radio, but the program has added an email address section to the application to create an e-mail list.

## **AGENCY REPORTS**

### **Care About Child Care**

Mr. Matherly reported that since Care About Child Care launched in 2012, the criteria developed included verifying, processing, and calling providers has not changed and that now is the time for providers to renew it. They have reliable data and a 30% provider participation rate since last April. Their website has had 20,000 hits since the launch.

Mr. Matherly reported that licensed exempt providers receiving DWS payments have all received information about additional requirements. Requirements are to be completed in two phases and so far, only a small percentage has submitted the requirements.

## **PUBLIC COMMENTS**

Ms. Whiting reported the Bureau of Child Development will be moving to the Highland building.

Mr. Smith suggested that the time for the home advisory committee meetings should be re-evaluated once the new committee schedule is set. That way, this advisory committee could perhaps address the needs of home providers and get a fresh report from the center committee meeting as well.

Mr. Smith adjourned the meeting at 10:25 a.m.

The next meeting is July 10, 2014 from 9:30 - 12:00 in Room 128 of the Cannon Health Building at 288 North 1460 West in Salt Lake City