



**RESIDENTIAL CHILD CARE LICENSING  
ADVISORY COMMITTEE MEETING MINUTES**

8 November 2018

Highland Plaza Building, Auditorium  
3760 South Highland Drive  
Salt Lake City, UT

**Members Present:** Laura Brown, Sharon Miller, Amy Sperandeo, Holly Kingston covered for Ilse Wilson.

**Members Excused:** Dale Smith, Ilse Wilson, Jessica Goodman, Ambure Critchlow.

**Members Absent:** none

**Department of Health and Child Care Licensing Staff Present:** Paul Patrick, Simon Bolivar, Donna Thomas, Kim Rice, Avis Burrows, Sarah Atherton, Jessica Strout, Katie Adams, Hannah Wally, Kat Martinez, Lori Birrell, Jolene Holbrook, Jacqueline Macias.

**WELCOME**

At 9:10 a.m., Laura welcomed everyone and started the meeting.

**APPROVAL OF MINUTES**

The minutes from the September meeting were approved via email.

**ASSIGNMENT FOLLOW-UP**

**Simon Bolivar**

Will bring a proposed rule change for the trampoline form.

- The proposed rule change will be presented again on the next committee meeting to be voted on.

**NEW BUSINESS**

Revision of Committee Bylaws -

- No comments or suggestions have been received. Simon proposed for this topic to be tabled for the next meeting.

Chair and Vice chair election -

- Simon suggested to revisit the subject on the next meeting when all the committee chair is complete.

Changes and additions to the interpretation manual -

- An email was sent to all providers to inform them that the Interpretation Manual has been updated and to provide us with any feedback and suggestions.
- Feedback was received from only one provider. Simon went over the feedback.
- The updated Interpretation Manual will be posted on January.

Review CMP for homes regarding accessible, loaded firearms -

- Comments and questions were discussed and answered during the committee meeting.
  - Kristyn Rose proposed to review the subject on the next meeting for providers to have time to review and make suggestions.

- Kristyn Rose commented that having the same CMP amount for homes and centers seems unfair and that the penalty should either go up for centers or lower for homes.
- Dr. Brown made motion to present this in the center committee to discuss about increasing the penalty for centers.
- Amy Sperandeo made motion to review the CMP for homes in the next committee meeting.
- Holly Kingston seconded motion.
- All committee members were in favor of motion.
- Motion passed.

Inspecting for choking hazards, review of the accessible guidelines -

- Simon explained the definition of inaccessible hazard items.
  - Comments and questions were discussed and answered during the committee meeting.
  - Jay Pevey stated that his main concern is the guidelines for choking hazards.
  - Dr. Brown suggested to Mr. Pevey and any other providers to email Simon examples/options of wording that would be preferable, and proposed to table the subject for the next meeting to revisit the wording.

Comfort items for infants –

- Comments and questions were discussed and answered during the committee meeting.

Inspecting locked areas –

- Simon explained that any locked area that is use for child care will be inspected.

Committee vacancies -

- We are still waiting for nominations to be made from the governor’s office.
- There are still some vacant positions.

Committee member comments and recommendations – None

## **AGENCY REPORTS**

### **Child Care Licensing – Simon Bolivar**

- Definition of Involved with child care regarding background checks and preservice: This definition change is an immediate need in order to facilitate the background checks and employment process in child care. The change is being allowed until it can be made a rule.
- Definition of Serious incident/accident:
  - This definition was changed to protect the provider due to information that was received by the Office of Child Care from the feds. The information stated in one of their rules that subsidy will be taken away from the provider if a provider has had an injury or an accident that is defined as serious injury that requires medical attention.
  - This is not a rule. However, because of the new definition some rules might have to change to match definitions.
- Changes on the wording Non-cited, Cited, and Second cited: Changing the wording to warning and citation.
  - Simon explained the changes on the wording, and that the levels and the fines are not changing.
  - Simon asked for a motion to be made to change the wording.

- Holly Kingston made motion to approve the wording change.
- Sharon Miller seconded motion.
- All committee members were in favor of motion.
- Motion passed.

**Office of Child Care – Kerrie Phillips**

- Centric Pilot and Child Care Quality Project are still in process
- Free Lance Inspector Network is a new program on pilot
- Early rating on the child care quality system is available before it is implemented on October 2019. Applications will be emailed from [CCQS@utah.gov](mailto:CCQS@utah.gov)

**ASSIGNMENTS**

None

**PUBLIC COMMENTS**

None

Dr. Brown ended the meeting at 11:16 am.

**UPCOMING 2018 MEETINGS**

2019: January 10, March 14, May 9, July 11, September 12, November 14  
Highland Plaza Auditorium, 3760 S. Highland Dr., Salt Lake City, UT

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Note: These minutes are not intended to be a verbatim transcript of all items discussed, but are to record the significant features of the business conducted in this meeting.