



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

10 May 2018

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

**Members Present:** Dale Smith, Laura L. Brown, Ilse Wilson, Sharon Miller, and Amy Sperandeo.

**Members Excused:** Jessica Goodman, Ambure Critchlow.

**Members Absent:** none

**Department of Health and Child Care Licensing Staff Present:** Simon Bolivar, Curtis Burk, Sue Kirkham, Donna Thomas, Joan Isom, Kim Rice, Jessica Strout, Sarah Atherton, Charlotte Woodward, Karen Allison, Linda Lee, Kat Martinez, Avis Burrows, and Jacqueline Macias.

**WELCOME**

At 9:00 a.m., Dale welcomed everyone and started the meeting.

**APPROVAL OF MINUTES**

The minutes from the March meeting were approved via email.

**ASSIGNMENT FOLLOW-UP**

- Simon made the recommended changes to the proposed rules.
- The dangers of children sleeping in car seats were discussed in team meeting along with the research information provided by Dr. Brown.
- Jacqueline sent a mass email advertising committee membership.

**NEW BUSINESS**

**New rules implementation – checklists – Simon**

- New Rule Interpretation Manual and Checklists Draft Updates: The New Rule Interpretation Manual in draft mode is still being updated. As each section is updated, it will be posted on the website.

- Update on new proposed rule changes public comment: We have received comments on the definition for loose blankets, 15 days for submitting an appeal, and fingerprints exemption.
- Background Check Process: To expedite the hiring process, providers will now have the ability to associate a new employee by searching the new employee's background screening ID number in the portal (the new employee's ID number will not show on the provider's portal on any expired or about to expired background check). A person can work at multiple facilities as long as the background check and fingerprints have been done by CCL. Also, a training recording will be posted on our website and a video and email will be sent out to all providers. This training will be implemented before our next committee meeting.
- Committee membership vacancies: People interested in committee membership can apply on our website at [childcarelicensing@utah.gov](mailto:childcarelicensing@utah.gov).
- Committee members comments and recommendations: None.
- Dangers of children sleeping in car seats: Simon will create a waiver form that states the dangers of children sleeping in car seats.
- Window Decals: Will not be sent to providers in the future.
- Should the Residential committee meet in July? The Residential committee will be attending the July meeting.

Dr. Brown proposed for Simon to create a waiver form that states the dangers of children sleeping in car seats.

Ilse Wilson seconded the proposal.

Ilse Wilson recommended for window decals not be sent to providers in the future.

Dr. Brown seconded the recommendation.

## AGENCY REPORTS

### Care About Childcare – Karrie Phillips

- OCC has some rule changes that need to meet CCDF authorization requirements which will be up for public comment on May 1st.
- CAC is working on implementing a child care quality system and getting close to having a final draft. Local meetings will be held throughout the state in the months of May and June to get feedback from providers and to do workshops to help calculate points.
- In professional development CAC is currently spending 85% of the fundings to support 11% of the providers. Some of this support will be reallocated to offer more support to CDA since the state funding is going away. This changes will be implemented until July 2019.
- Pilots for the center and family programs are being worked on.
  - The center pilot purpose will be to evaluate the process of CCQS, the effectiveness of technical support, to help train staff to be ready to implement the CCQS on October 1st, 2019. An informational webinar about the Pilot will be available on June 19th at 1:00 pm. Emails will be sent out to make sure everyone receives the information. Only 13 programs will participate in the center Pilot.

The application for the Pilot will be available on July 9th, and email with instructions will be sent out. Providers that are currently participating in any grants with the Office of Childcare will not be eligible to participate in the Pilot.

- For family providers they are currently revising the family child care rating skill. CCQS will be implemented until the revision is done, which will be about a year after centers. In the midtime support will be given by doing a family child care quality improvement project. Applications will be available on July.

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

- Many providers are operating without a license. According to Statute if they meet the requirements they don't have to have a license, but they get help from the food program. An MOU was created to run background checks for these providers and they are also being monitored.

#### **Utah Head Start Association – Natalie Brush**

- A federal grant for early head start will be opening up for expansion in child care partnerships. To apply please contact Natalie Brush at [natalie.brush@uhsa.org](mailto:natalie.brush@uhsa.org) or the Utah Head Start Association at [info@uhsa.org](mailto:info@uhsa.org).

### **PUBLIC COMMENTS**

There were no additional public comments.

Dale ended the meeting at 10:43 a.m.

### **ASSIGNMENTS**

Simon – Create a waiver form regarding the dangers of children sleeping in car seats.

### **UPCOMING 2018 MEETINGS**

July 12, September 13, and November 8  
Highland Plaza Auditorium, 3760 S. Highland Dr., Salt Lake City, UT

Anyone with a disability requiring accommodations to attend or fully participate in this program should contact Jacqueline Macias at (801)273-2904 or via email at [jmacias@utah.gov](mailto:jmacias@utah.gov) to request reasonable accommodations.

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.