



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

13 September 2018

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

Members Present: Dale Smith, Laura Brown, Amy Sperandio, Holly Kingston covered for Ilse Wilson.

Members Excused: Ilse Wilson, Jessica Goodman, Ambure Critchlow, Sharon Miller.

Members Absent: none

Department of Health and Child Care Licensing Staff Present: Simon Bolivar, Donna Thomas, Kim Rice, Avis Burrows, Sarah Atherton, Linda Lee, Jessica Strout, Katie Adams, Charlotte Woodward, Hannah Wally, Kat Martinez, Paula Mills, Karen Adams, Lori Birrell.

WELCOME

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

APPROVAL OF MINUTES

The minutes from the July meeting were approved via email.

ASSIGNMENT FOLLOW-UP

Simon Bolivar

See if the Unsafe Sleeping Equipment form and the Trampoline Permission form can have a release of liability statement.

- Parental permission forms for infant unsafe sleeping equipment and trampoline was not approved to be mandatory. The provider will not be required to provide these forms to the parents.
Simon suggested that we could come up with another rule for providers to give parents an informational form regarding infant unsafe sleeping equipment.
- The trampoline form also was not approved to be mandatory.
On the next committee meeting Simon will bring a proposed change to rule 16.

Draft of technical changes to the rules.

- These changes were presented in the July committee meeting. (punctuation and numbering errors). - done

Draft of additional rules to the background check rules. - done

- Adding the word “or” to R430/90-8(1)(d), and adding (e).
- Change the wording on R430/90-8(2).
- Adding the word “and” to R430/90-8(6)(c), and adding (d).
- Deleting R430/90-8(18) and (19)(a)-(b).
 - There was a quorum members present for these proposed changes.
 - Holly made a motion to have the proposed rules made effective.
 - Amy seconded motion.
 - All committee members were in favor of motion.
 - The motion passed.

Accessible, loaded firearms will be added to the list of times when providers receive an immediate CMP. – done

Check with CCL legal department to see if a document that simplifies proposed rules can be created so it is easier to the public to make comments.

- The request to create a document that simplifies proposed rules has been approved. The document will be created and posted on our website. However, comments will not be able to be done on this document.

Bring additional topics discussed during the meeting to this agenda. - done

NEW BUSINESS

Order of business during the meeting -

- Simon suggested that items that are not on the agenda should not be addressed until the end of the meeting if there is time available, and/or they can be suggested as an item for the next agenda.

Revision of Committee Bylaws -

- A hard copy of the Bylaws was provided to each committee member to take home for review in order to be discussed on the next meeting.

New proposed rule changes public comments and effective date -

- The old background screening rules and the old administrative rules are the ones that have been repealed and there were no public comments. The repealing of these rules will be effective soon.

New proposed rules made effective August 10, 2018 -

- This is a clarification that previous proposed rules were effective and posted on August 10, 2018. However, section 23 and 24 of the Interpretation Manual are still pending to be updated.

New Background Check Process -

- Providers can now associate with their facility through their portal covered individuals who have current background check cards. An additional background check form does not have to be submitted for those individuals.

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.
 - Dale proposed to revisit the subject on the next meeting due to the busy agenda.

Committee vacancies -

- In addition to replacing some committee members, there are still some vacant positions.

Committee member comments and recommendations –

- Kristyn Rose brought up the subject about comfort items regarding infants.
 - Dale suggested to revisit the subject on the next meeting.

AGENCY REPORTS

Child Care Licensing – Simon Bolivar

- Proposed Rules: Exempt Rule for Parochial Education Institution and Private Education Institution – In order to receive subsidy funds or grants these facilities must become licensed.

- Laura made a motion to have these proposed rules made effective.
- Jodi seconded motion.
- All committee members were in favor of motion.
- Motion passed.
- Any agency report that will take more than two minutes will need to be added as an agenda item in order to expedite the process and save time. The agency will need to let us know in advance.

Utah APPLETREE – Nathan LaCross and Evelyn Reategui

- The Environmental Epidemiology Program is responsible for environmental assessments, and is trying to integrate their environmental assessments with Child Care Licensing Program.
- Their idea is to prevent children to be exposed to environmental hazard in day care facilities.
- Their contact information is APPLETREE@utah.gov. Telephone number (801) 538-6191.

Utah Afterschool Network – Kelly Riding

- They have a couple of trainings coming up for facilities who serve school age children.
- Their State Wide Annual Conference is on November 2nd and 3rd, 2018 in Ogden. For more information, visit: utahafterschool.org

ASSIGNMENTS

Simon

- Will bring a proposed rule change for the trampoline form.
- Will create and post a document that simplifies proposed rules.

PUBLIC COMMENTS

There were several conversations during the meeting addressing blocked doors and comfort items for infants. These topics will be part of the upcoming agenda. There were no additional public comments.

Dale ended the meeting at 11:00 am.

UPCOMING 2018 MEETINGS

November 8, 2018: 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.