



**CHILD CARE CENTER LICENSING COMMITTEE
MEETING MINUTES**

8 November 2018

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

Members Present: Jody Zabriskie, Laura Brown, Genevieve Romero, Matt Wallace

Members Excused: Dale Smith, Naysla Brown, Scott Smith

Members Absent: None

Department of Health and Child Care Licensing Staff Present: Simon Bolivar, Donna Thomas, Kim Rice, Jessica Strout, Avis Burrows, Sarah Atherton, Kat Martinez, Paula Mills, Karen Adams, and Jacqueline Macias.

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

WELCOME

At 11:35 am, Jody welcomed everyone and started the meeting.

APPROVAL OF MINUTES

The minutes from the September meeting were approved via email.

ASSIGNMENT FOLLOW-UPS

Simon

Discuss playground inspections with licensors and/or in team meeting.

- The playground equipment needs to be inspected frequently due to weather conditions and constant use.

NEW BUSINESS

Revision of Committee Bylaws -

- Committee members can submit suggestions and discussion points to Simon to be discussed for the next meeting.
- Simon explained that the Committee Bylaws need to be updated only if there are suggestions for changes after reviewing them.
- Jody suggested to table the subject to next meeting with the discussion points.

Chair and Vice chair election -

- Jody suggested to table the subject to next meeting when all committee members are present.

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.

Inspecting locked areas -

- Any locked area that is use for child care will be inspected.

Playground inspections: Discuss why it is important to inspect a piece of equipment that has not changed from the last inspection –

- The playground inspections have to be consistent because things can change due weather conditions and constant use.

Committee vacancies –

- We are still waiting for nominations to be made from the governor's office.
- There are still some vacant positions.
- Jody requested to post an advertisement on our website.

Committee member comments and recommendations - None

PUBLIC COMMENT

There were no additional public comments.

Jody ended the meeting at 12:20 pm

ASSIGNMENTS

Simon

- Post advertisement for vacancies on our website.

UPCOMING 2018 MEETINGS

January 10, March 14, May 9, July 11, September 12, November 14
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 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.