



**CHILD CARE CENTER LICENSING COMMITTEE  
MEETING MINUTES**

18 November, 2021

Physical location:

4431 S 2700 W, Room 104A. Taylorsville, UT 84129.

The link to watch and listen to the meeting:

<https://us02web.zoom.us/j/88289149134>

**Members Present:** Jody Zabriskie, Dale Smith, Melissa Monsivais, Alanna Brickley, Matt Wallace, Bree Murphy, Ed Dieringer (representing Jamie Bitton).

**Members Excused:** Jamie Bitton

**Members Absent:** None

**Executive Secretary:** Simon Bolivar

**AGENCY REPORTS**

**Child Care Licensing – Simon Bolivar**

- Licensors will continue to ask for a picture ID during inspections.

**Office of Child Care – Karrie Phillips**

- The CCQS observed 16 center programs in September, scored in October, and had new rating affect on November 1st. Eleven programs scored high quality and two scored high quality plus.

Thirty one environment skill observations were conducted during the month of November, 97% of the observations met or exceeded the scores required for high quality.

Quality assesments were conducted on twelve school age programs, 86% of them received high quality scores.

OCC had twenty seven programs. Nineteen centers received obsevation and eight family child care programs are scheduled to be score on November 19, 2021.

Applications for all eligible centers will be available in Januany of 2022. Applications for family child care programs are open now through December 31, 2021. The programs that apply now will not receive observations and will be scored with a temporary framework and could get a certified foundation of quality or building quality rating. In additoin, family child care programs that apply now will have the opportunity to apply for a rating with observation to be able to get a high quality or high quality plus rating first. Most applications will become available during the month of March. Questions were addressed and answered.

- Stabilization grant: The current operations grant will be ending in December, 2021. Applications for the Stabilization grant will be available on the CAC website on December 1, 2021. This application is open to Licensed Centers, Licensed Family Child Care, DWS Approved Exempt Centers, DWS Approved Exempt School Age programs, Licensed Out of School Time programs, and Residential Certificate holders. Programs that submit an application will be paid \$250 per child/per month based on their licensed capacity, for the term of the grant or until funds are gone.

Funding can be used for any personnel cost, rent and mortgage, supplies and materials, any maintenance, and mental health. Providers will have to report how the money is being spent. This information will be sent to providers by the end of November, 2021. Questions were addressed and answered.

- Professional development funding opportunities:
- 1. Quorum eLearning Membership (free online ECE training). Requirements: working in an early childhood area/field, and have a profile on the CAC website.
- 2. Early Education Payback Program / up to \$3,500 per semester/college tuition for people working in an early childhood program. Requirements: Work 15 hours a week during a semester in Licesed Centers, Licensed Hourly Centers, Licensed Out of School Time, Licensed Commercial Preschool, Licensed Family Child Care or Residential Certificate program. Also, maintain at least a C- in their courses. More information and how to apply will be sent in the week of November 22.
- 3. Career Ladder Approved College Course Scholarship / up to \$750 per course, up to 12 credit hours / per semester. Requirements: Maintain at least a C- in the course.
- 4. Conference Registration Scholarship / up to \$500 only for the registration for a local or national conferece.
- 5. Program Accreditation Reimbursement Grant / up to \$2,500/program/year. The application is available now on the OCC website.
- 6. Professional Development Incentive COVID-19 Relief Bonus / \$250/level. Caregivers, instructors, teachers, or anyone that works in a program that qualified for the PDI will receive \$250 per level when they move up a career ladder level in addition to the incentive they already have. Questions were addressed and discussed.

**UDOH Assistant Attorney General – Brittany Huff – Open Public Meetings Act Training**

- This training was provided for the committee members. The Open and Public Meetings Act (OPMA) requires that members of a public body be provided with annual training on the requirements of the OPMA (Section 52-4-104).

**WELCOME**

At 11:08 a.m., Jody Zabriskie welcomed everyone and started the meeting.

**APPROVAL OF MINUTES**

The minutes from the September meeting were approved via email.

**COMMITTEE VACANCIES**

There is a vacant position for one parent with a child in center-based child care.

**NEW BUSINESS**

**Committee chair and vice chair election**

- The chair and vice chair election were discussed during the committee meeting.
  - Matt Wallace moved to maintain Jody Zabriskie as the chair of the committee.
  - Dale Smith seconded the motion.

- Jody Zabriskie asked for a vote on the motion. All committee members voted in favor of the motion. Motion passed.
- Alanna Brickley moved to appoint Matt Wallace as the vice chair of the committee.
- Melissa Monsivais seconded the motion.
- Jody Zabriskie asked for a vote on the motion. All committee members voted in favor of the motion. Motion passed.

**Current COVID-19 emergency procedures status report (Simon Bolivar)**

- Providers are required to adhere by the rules. CCL highly recommends providers the use of masks as well as getting vaccinated, but the use of masks in the facilities is not required. Vaccinations for children 5 years old and older are highly recommended. Comments were addressed and discussed.

**Feedback and ideas for COVID-19 and Compliance grants (Simon Bolivar)**

- New grants will be available only for situations regarding COVID-19 and compliance with the rules. CCL is asking the committee members and providers to provide feedback and ideas during this meeting or any other time to the committee chair and vice chair, or Simon Bolivar, or via email at [childcarelicensing@utah.gov](mailto:childcarelicensing@utah.gov). Questions and comments were addressed and discussed.

**Possibility for 14 and 15 year old individuals to be caregivers (Simon Bolivar)**

(See handout for more information)

- Simon presented a report provided by the National Center on Early Childhood Quality Assurance about the minimum age requirements from licensing regulations for home and center child care providers. Questions and comments were answered and discussed.
- The minimum age requirement for an individual to be a caregiver will continue to be 16 years old.

**Workgroup for the rewriting of the portal for providers to provide feedback (Sarah Atherton)**

- Sarah explained that she is still working on creating the workgroup. If anyone is interested being part of this workgroup, please email Sarah at [satherton@utah.gov](mailto:satherton@utah.gov). This item will not be up for discussion during committee meetings unless it is requested by the committee members.

**Holding and feeding infants discussion**

- Simon explained that some safety issues have been addressed for holding and feeding more than two infants on the same feeding schedule. Comments and questions were addressed and discussed.
  - Melissa Monsivais moved to modify the interpretation manual for a better approach on this practice until the rule can be assed further.
  - Bree Murphy seconded the motion.
  - Jody Zabriskie opened the motion for discussion. Questions and comments were addressed and discussed.
  - Jody Zabriskie asked for a vote on the motion. All committee members voted in favor of the motion. Motion passed.
  - Ed Edinger moved to rewrite R381-100-24(13) and bring it back to the next meeting.
  - Matt Wallace seconded the motion.
  - Jody Zabriskie opened the motion for discussion. No further discussion was made.

- Jody Zabriskie asked for a vote on the motion. All committee members voted in favor of the motion. Motion passed.

**Grants for lead testing and remediation coming up**

- The funding for this grant is being provided by the Environmental Quality Program and the Department of Health for providers to use the money for lead testing and remediation. A bill for lead exposure and testing will be presented during the legislative session.

**Committee members comments and recommendations**

- A comment was addressed and discussed regarding providers having picture ID's available during inspections. No additional comments were brought up at this point.

**PUBLIC COMMENT**

None

**ASSIGNMENTS**

None

Bree Murphy moved to adjourn the meeting. All committee members agreed to close the meeting, the meeting was adjourned at 12:37 p.m.

**UPCOMING 2022 MEETINGS**

January 13, March 10, May 12, July 14, September 8, November 10.  
10:30 a.m. – 12:30 p.m.

To request reasonable accommodations to attend or fully participate in this meeting, please contact Jacqueline Macias at (385) 320-2147 or via email at [jmacias@utah.gov](mailto:jmacias@utah.gov).

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.