



## **Child Care Provider Licensing Committee**

### **MEETING MINUTES**

January 11, 2024

---

The audio recording of the meeting can be found on our website: **[childcarelicensing.utah.gov](https://childcarelicensing.utah.gov)** or on the Utah Public Notice Website: **[utah.gov/pmn/](https://utah.gov/pmn/)**.

**Members Present:** Jody Zabriskie, Tamara Thomas, Holly Kingston, Astrid Arias, Bree Murphy, Katie Martinez, Matt Wallace, Missy Monsivais, Mindy Brown and Alanna Brickley  
**Members Excused:** Marissa Bernards and Neil Davis  
**Executive Secretary:** Simon Bolivar

#### **WELCOME**

- Jody welcomed everyone and opened the meeting at 9:40 am.
- Roll call was completed and 10 of 12 members were present. Missy Monsivais represented Monica Gailey and Katie Martinez represented Jamie Bitton.

#### **MINUTES**

- It was noted that minutes from November 09, 2023 were approved by email.

#### **COMMITTEE VACANCIES**

- There is currently 1 open position for a healthcare provider - Please visit <https://boards.utah.gov/s/> to apply.

#### **AGENCY AND COMMITTEE REPORTS**

Child Care Licensing - Simon Bolivar

- We were lucky to hire 3 more licensors, one for each team. We can relax the caseloads a bit as our caseloads were higher than the national average.
- Simon wanted to thank the committee for the ease of the rulemaking process. The collaboration and experience really helps.
- Simon introduced Janice Weinman as the rule expert for the department.
- The legislative session will start on 1/16/2024. There are no current bills affecting Child Care Licensing that we are aware of, but we will inform you if one does come up.

## Office of Child Care - Karrie Phillips

- New Office of Child Care (OCC) Director - Heather Thomas. Heather 's previous position is open if anyone is interested in applying to work with Heather.
- An email went out yesterday about the Market Rate Study. Information is important and necessary. We need everyone to login to the CAC website - go to the program overview page and update 3 pages - attributes, capacity and rates. Please click save to update. Study ends March 31, 2024.
- Subsidy rate increase was effective on January 1st. Based on 2021 Market rate study.
- CCQS Data:
  - 121 Centers are currently rated - 5 High Quality + / 37 High Quality / 42 Building Quality / 37 Foundation of Quality. There has been a steady rise and it is helping facilities.
  - 63 Family childcare facilities rated - 21 High Quality / 27 Building Quality / and 15 Foundation of Quality.
  - We are starting a process of looking at and revising the framework. A survey will be sent out in April for feedback on the process.
- Covid Relief Funding: We are looking at where the funding is now and evaluating to ensure that all funds will be spent out. That will determine the stabilization funding will go forward. The PD - Professional Development scholarship funded through covid relief funding will be sunsetting on May 31, 2024. Please go to the website to see exactly what ones will be ending.
- Funding for licensing fee funding does not currently have a sunset date Karrie will let us know.

## **NEW BUSINESS**

- Although we have reached out several times to Mr. Hall for a trampoline presentation, he was unavailable during this meeting to give a presentation. We will drop the discussions regarding trampolines and leave the rule as it is. Center providers can apply for a variance if they choose to use a mini-trampoline for therapeutic purposes.
- R380-600 has been made effective. It is an administrative set of rules that is applicable for CCL, Health Facilities and Human Services. Some rules in R380-600 will take the place of current CCL rules. Simon will bring back the rules being affected by R380-600. Those rules will be removed in favor of the rules listed in R380-600.
- There was a discussion about the definition of supervision and the definition of "active supervision". They are missing from CCL rules. In addition, rules regarding supervision are different for homes and centers. Rules need to be made more clear and direct regarding supervision in both Homes and Centers to ensure the health and safety of children.

- Simon will bring back ideas to the next meeting about adding definitions and changing rules to ensure safety.

### **PUBLIC COMMENT**

- There was one public comment for this meeting: One person thinks that more training on supervision should be put in place. Knowing head count is important, does not trust school aged children on their own. This person is in favor of 15 minutes.

### **UPCOMING MEETING**

The next meeting will be held on March 14, 2024 from 9:30 am - 11:30 am. Please contact Kimberly Rice at (385) 232-0745 or via email at [krice@utah.gov](mailto:krice@utah.gov). The anchor location will be 195 N. 1950 W., Salt Lake City, Utah, 84116 - Room 1020A

To add agenda items for the next meeting, please contact Simon Bolivar or Jody Zabriskie to get those items added.

Holly Kingston motioned to adjourn the meeting. Alanna Brickley seconded the motion and it was unanimous. Meeting was adjourned approximately 11:20 am.