



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

14 May, 2020

<https://global.gotomeeting.com/join/326964101>

**Members Present:** Dale Smith, Holly Kingston, Alanna Brickley, Sonia Arias, Melissa Monsivais.

**Members Excused:**

**Members Absent:** Victoria Sanchez

**Child Care Licensing Staff Present:** Simon Bolivar, Donna Thomas, Mindy Young, Kim Rice, Sarah Atherton, Kat Martinez, Keri Hamblin, Michele Evans Rice, Kim Bond, Jacqueline Macias.

**WELCOME**

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

**APPROVAL OF MINUTES**

The minutes from the March meeting were approved via email.

**COMMITTEE VACANCIES**

The committee needs a pediatrician and one consumer.

**ASSIGNMENT(S) FOLLOW-UPS**

There were no assignments from the last meeting.

**NEW BUSINESS**

**Process for the previously proposed rule changes report**

- Simon explained the changes on processing proposed rules. As always, the process has to be completed before any proposed rules can be made effective.

**Current COVID-19 emergency procedures status report**

- We are currently on phase 2 emergency conditions and adhering to the recommendations. These conditions will be in place until further notice by the Utah Department of Health.

**Face-to-face training proposed rule changes**

- Simon explained the reasons to eliminate the need to have half of the required annual training hours as face-to-face training, and that although not required, interactive training will continue to be made available. Questions and comments were answered and discussed.
  - Dale Smith moved to proceed with the face-to-face training proposed rule changes. Alanna Brickley seconded motion. All committee members were in favor of motion. The motion passed.

**New proposed rules to replace the Health and Safety Plan**

- Simon explained the rules to replace the Health and Safety Plan. Questions and comments were answered and discussed.
  - Holly Kingston moved to approve the new proposed rules to replace the Health and Safety Plan. Alanna Brickley seconded motion. All committee members were in favor of motion. Motion passed.

**Improved Provider Bill of Rights for approval**

- Comments were discussed.
  - Holly Kingston moved to approve the Provider Bill of Rights. Dale Smith seconded motion. All members from both committees were in favor of motion. Motion passed.

**Committee members comments and recommendations - None**

**Public Comment**

None

**AGENCY REPORTS**

**Office of Child Care – Karrie Phillips**

- The Office of Child Care has received funds from the Federal Government which was used to support families and programs in Utah:
  - The Subsidy Program’s eligibility threshold was increased for families. OCC is paying child care programs subsidy payments based on enrollment, and is also paying all the co-payments for parents.
  - They set up the One Utah Child Care for school age children to attend when schools close. There are contracts with 9 programs throughout the state.
  - OCC is paying the child care for parents/essential employees (first response employees) who have school age children enrolled in private child care programs.
  - The Operating grant was released in April with the intent to keep child care programs to stay open. Application and ledgers for this grant will continue to be accepted until June 30th.
  - During the month of May a Summer Program grant will be released for children to attend summer programs.
  - OCC is still accepting applications for the Child Care Quality System.

**ASSIGNMENTS**

None

Dale Smith ended the meeting at 10:47 a.m.

**UPCOMING 2020 MEETINGS**

July 9, September 10, November 12  
9:00 a.m. – 11:00 a.m. at the Children’s Service Society of Utah, 655 E 4500 S, Ste 200. SLC,  
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.