



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

12 September, 2019

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

Members Present: Dale Smith, Holly Kingston, Sharon Miller – via telephone.

Members Excused: None

Members Absent: Amber Critchlow.

Department of Health and Child Care Licensing Staff Present: Simon Bolivar, Donna Thomas, Kim Rice, Jessica Strout, Sarah Atherton, Katie Adams, Paula Mills, Rosemary Vander Meyden, Jolene Holbrook, Alisha Griffin, Keri Hamblin, Dr. Marc Babitz.

WELCOME

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

Committee vacancies

- There are still some vacant positions which will continue to be advertised.

APPROVAL OF MINUTES

The minutes from the July meeting were approved via email.

Assignment Follow-Up

Simon Bolivar

- Instructions on how to proceed in different types of situations when feeling unsafe, threatened, or harassed.
 - These situations are a civil matter and will be treated as such.
 - Any individual causing disruption can be removed from the public meetings.

NEW BUSINESS

Committee chair and vice chair election

- There was no quorum. The election will be reviewed and discussed on the next committee meeting.

Interpretation manual update

- The interpretation manual was updated and posted for public comment.
- The Appendix A and the Appendix B will be updated after we receive feedback and present it to the committees.

Feedback received for the interpretation manual

- No feedback was received.

Revision and fix of some of the proposed rules before sending them for public comment

- Simon went over the revision and fix of some of the proposed rules. Comments and questions were discussed and answered during the committee meeting.
- These proposed rules will be sent out for public comment and legal process.
- A separate document with only the proposed changes will be sent out to providers for them to send their feedback.

Proposed rule change for exempt providers

- Simon went over the proposed rule changes for exempt providers. Comments and questions were discussed and answered during the committee meeting.
 - Dale Smith made recommendation for the proposed rule changes to be approved.
 - Holly Kingston and Sharon Miller agreed to recommendation.

Vehicle insurance for transportation of children proposed rule

- Rule changes will not be made to the current rule R430-50-6(9). However, an explanation will be added to the current rule on how liability insurance should cover children during care, including transportation and outside activities.

Committee members comments and recommendations

- There was a question during the meeting regarding how much face-to-face training an individual can get for college classes.
 - Karrie Phillips explained that the Office of Child Care gives credit for completed college courses when the credit is awarded by the college with a grade C or better.
 - Simon stated that examples of approved face-to-face training can be found in the interpretation manual R430-50-7(15).
- Another question arised regarding playground equipment.
 - Simon went over that rule for play equipment and stated that the information can be found in the interpretation manual R430-50-19.

AGENCY REPORTS

Child Care Licensing – Simon Bolivar

- In the near future, handouts will only be available in electronic format.
- We will start working about regulating facilities that are Preschool License type.

Child Care Licensing/Office of Background Processing & Security – Keri Hamblin

- Effective October 1, 2019, the Office of Background Processing & Security will not accept hard copy fingerprint cards. Fingerprints must be submitted via Live Scan machine. The only exception to this will be when there is no Live Scan machine within 40 miles of the individual's facility. When this is the case, hard copy fingerprint cards can be submitted with the \$12 per card fee.

Office of Child Care – Karrie Phillips

- Effective October 1st subsidy rates for infants and toddlers will have an increase.
- The scores for the child care quality systems will be processed the week of September 16, 2019, for the licensed center programs that participated in the pilot and early rating. They will receive a notice of their rating along with a score report. The ratings will be posted on Care About Child Care on October 1st. Other centers that were not part of the pilot can apply for rating beginning October 1st. Applications are availalbe on the Office of Child Care website.
- Enhanced subsidy payment grants for the high quality and high quality plus programs will begin in the middle of October.

- Between the weeks of September 20th and September 28th, Care About Child Care will be hosting meetings for the Office of Child Care to talk with providers.

Utah Afterschool Network – Amberley Motz

- The Behavior Management Institute event will be held in Moab on October 12, 2019. Applications are available on the Utah Afterschool Network website.
- The Jump Start Conference will be held in Ogden on the 1st and 2nd of November.
- The Leadership Track RSVP will be held on Friday September 13, 2019.

ASSIGNMENTS

Simon

- Update Appendix A and Appendix B.
- A separate document with only the proposed changes on some of the proposed rules will be sent out to providers.
- Add explanation to the current rule R430-50-6(9) on how liability insurance should cover children during care, including transportation and outside activities.

PUBLIC COMMENTS

There was a comment addressing how some individuals feel like some of their comments, feedback or opinions have not been considered.

Simon explained that everyones comments, feedback and opinions are cosidered. However, all feedback has to be reviewed and go through a legal process for a decisions to be made.

Dale Smith ended the meeting at 10:42 am.

UPCOMING 2019 MEETINGS

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.