



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

14 November, 2019

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

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

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, Paula Mills, Alisha Griffin, Keri Hamblin, Kat Martinez, Hannah Wally, Joel Hoffman, Jacqueline Macias.

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 September meeting were approved via email.

NEW BUSINESS

New committee members

- Alanna Brickley
- Melissa Monsivais
- Sonia Arias

Election

- Dale Smith explained the roles of the chair and vice chair during the committee meeting.
 - Holly Kingston moved to have Dale Smith as the chair of the committee.
 - Melissa Monsivais seconded motion.
 - All committee members were in favor of motion.
 - Motion passed.
 - Melissa Monsivais moved to have Holly Kingston as the vice chair of the committee.
 - Sonia Arias seconded motion.
 - All committee members were in favor of motion.
 - Motion passed.

Proposed rules are on hold until revisions are made

- Simon went over the changes on the rules and explained that revisions have been made. If there are no other recommendations by the Department of Health, the rules will go out for public comment.

Ideas about handling recalls

- Simon explained that KID is a nonprofit organization dedicated to protecting children by fighting for product safety. The purpose is to educate the public on recall items and the importance of not to use them.
- Simon asked everyone for ideas on how we can educate the users of these products. Several ideas were suggested during the committee meeting. Simon stated that ideas and feedback can be provided to CCL at any time.

Committee members comments and recommendations

- Simon stated that a list of providers rights is being created and it will be sent out to all providers for feedback, then it will be added to the interpretation manual.
- There was a conversation during the meeting regarding some providers being confused about the difference between licensing rules and quality indicators. Simon stated that he will inform this matter to the different programs/organizations and suggest some ideas to help eliminate these type of confusions.

AGENCY REPORTS

Child Care Licensing – Simon Bolivar

- Effective January 9, 2020 all handouts will only be available in electronic format. They can be found on the CCL and the UPNW website.
- Most of the CCL employees are teleworking (working from home), but our office at the Highland building will remain open to the public as usual. However, the Provo office will be permanently closed effective November 30th and will now be operating from the Care About Childcare office located at the UVU only on Tuesdays and Thursdays for anyone that wants to contact our office in person, walk-in fingerprints will be done as well.
- Nationwide, there is a decrease in number of child care facilities. However, there has been an increase of child care facilities in the state of Utah.

Child Care Licensing – Sarah Atherton

- Immunization reports are due on November 30, 2019 for Center, Licensed Family and Residentail Certificate providers.

Office of Child Care – Karrie Phillips

- The child care quality system has been implemented for licensed centers. Applications are open for any centers who did not participate in the pilot. The ratings are posted on the CAC website.
- The child care quality system will be starting for licensed family child care providers, the framework is available on the OCC website.
- Public meetings will be held with child care providers on November 20th in Cedar City and on November 21st in Salt Lake. A pre-recorded webinar will be available after the public meetings are held.
- A kinder-garden transition summit is coming up on December 17th in Salt Lake and on December 18th in Cedar City. Due to limited space, invitations will be sent out to programs for centers who have participated in the child care quality system and have the

certify rating of high quality, and to the licensed family providers who are participating in the family child care quality project. If there are not enough responses, invitations will be open to other people.

Utah Afterschool Network – Kelly Riding

- Training opportunities:
 - Behavior Management Training will be held in Salt Lake on January 25, 2020. There will be webinar and consultation opportunities after the training.
 - Southern Recharge training will be held in St. George on February 8, 2020.
 - Northern Recharge will be held in Salt Lake on February 29, 2020.

ASSIGNMENTS

None

PUBLIC COMMENTS

None

Dale Smith adjourned the meeting at 10:50 am.

UPCOMING 2020 MEETINGS

January 9, March 12, May 14, July 9, September 10, November 12
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 (385) 320-2147 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.