

**CHILD CARE CENTER LICENSING COMMITTEE
MEETING MINUTES**

12 March 2015
Cannon Health Building, Room 128
288 North 1460 West
Salt Lake City, UT

Members Present: Deborah Lynne Tilley, Joan Nichol, Julie H. Shakib, Genevieve Romero, and Dale Smith.

Members Excused: Becky Lageschulte.

Department of Health and Child Care Licensing Staff Present: Marc E. Babitz, Teresa Whiting, Simon Bolivar, Jessica Strout, Joyce Hasting, Sarah Atherton and Austin Roy.

WELCOME

Ms. Tilley welcomed those members of the committee and the public who were in attendance. Meeting commenced at 9:10 a.m.

APPROVAL OF MINUTES

Minutes from the January meeting were approved.

OLD BUSINESS

Vice-Chair Election: Carry Forward. Governor's decision is still pending. Committee voted to address this in the next meeting (May, 2015).

NEW BUSINESS

Center Rules Change in Numbering, R430 to R381: As a result of the Center Rules Repeal and Reenactment (approved in the previous meeting), the numbering system has changed for those rules beginning with R430. Thus, all rules beginning with R430 will now be classified as R381 (rules that used to begin with R430 now begin with R381). These are the same rules (except minor changes to address the medical issues that were discussed in the previous meeting), just with a different numbering system.

R430-100-8(5) Defining "Ultimate Responsibility": Under the rational for director designee the phrase "ultimate responsibility" is used. This phrase will be changed to "responsibility for

compliance with licensing rules” to better clarify what is meant and what they are responsible for.

R430-1-6(1) Clarification Regarding Capacity for Under Age 2 on the License Certificate: Vote to remove under 2 capacity from the license, approved. The committee voted to remove the under 2 capacity from the license since it is not a number that is enforced so long as the infants and toddlers under 2 are being cared for properly. The total capacity number on the license certificate is the total capacity for ALL children, both under and over 2.

Agency Reports During Overlapping Time: Approved. The committee unanimously approved to have all future agency reports be done during an overlapping period of time between the Center Committee Meeting and the Residential Advisory Committee Meeting.

Proposed Change of Meeting Place and Time for Committee Meeting: Approved. The committee voted and approved to change the location for future committee meetings to the Department of Health Highland Building beginning in July (see last page of minutes for further details).

AGENCY AND COMMITTEE REPORTS

Child Care Licensing – Simon Bolivar

- 1. Child Care and Development Fund (CCDF) Report:**
 - a. Exempt facilities to have fingerprint and background checks as per the OCC.
 - b. In addition to sex offender registry screening for individuals, (already being performed) ALL facilities will now be screened through the sex offender registry as well.
 - c. Any facility (exempt and non-exempt) receiving subsidies must have background and fingerprints checks done in order to qualify for subsidies.
- 2. SB-12 Approved:**
 - a. General Description:

This bill amends provisions of the Utah Health Code related to child care.
 - b. Highlighted Provisions:

This bill: requires a child care provider that is exempt from licensure and certification requirements to:

 - submit information to the Department of Health for the purpose of conducting criminal history checks;
 - prohibit an individual with a misdemeanor or felony from providing care to a child receiving care from the provider, unless exempted by the Department of Health; and
 - post, in a conspicuous location, a notice that is prepared by the Department of Health that states the facility is exempt from licensure and certification and provides the department's contact information for submitting a complaint;

- ▶ allows the Department of Health to investigate a child care provider that is exempt from licensure and certification requirements under certain circumstances; and
 - ▶ makes technical and conforming amendments.
3. **Committee Rules Change (Public Comment Period):** Nothing to report. Thus far, there have been no comments during the public comment period.
 4. **Report about Types of Rule Violations:** The committee decided to create a newsletter for providers regarding best practices as a result of the report on the most frequent center rule findings issued 2013-2014 (see handout).
 - a. Toxic/hazardous chemicals (including bleach water) being accessible to children was the top finding from 2013-2014, with 189 findings.
 - b. Genevieve shared a story about receiving a finding for having bleach water out because a provider turned their back when a licenser entered the room. This led to a discussion on best practices. Dr. Babitz suggested that it could be helpful if CCL sent a handout before each inspection with some of the best practices and common findings. Sarah Atherton (Lead Licenser) said that a good tip/trick is for providers to aim for a higher standard than required by CCL. Joan mentioned that, as a business owner, it is good to always look at best practices, but also legal liability as well.
 - c. Deborah (with the help of Dale and others) is going to create a newsletter for providers; this newsletter will include best practices, report on top findings, and give suggestions on what providers can do to avoid findings.
 5. **New Committee Members Election Report:** Nothing to report. Awaiting word from the Governor.
 6. **Facilities Search Change:** Changes have been made on the Child Care Licensing website to the search for a facility option, changes include:
 - a. Inspections are now explained (both announced and unannounced).
 - b. Findings are now explained, including the different levels of findings.
 - c. If there are no findings during an inspection, it will now say: “This inspection was passed with no cited findings”.
 - d. Descriptions will be located at the bottom of the page.
 - e. A description of what an additional inspection is and what a follow-up inspection is also included.

Care About Childcare – Steve Matherly

1. **State Plan Has Been Postponed to March 2016:** This will give more time to prepare and comply with federal requirements.
2. **Rates:** Can now be updated anytime online. This is more difficult to collect from those not on subsidies.
3. **Deadline for CAC Grants:** Deadline is March 31, 2015. These are grants that are awarded for achieving “best practices” as a provider.

PUBLIC COMMENT

No comments.

Ms. Tilley adjourned the meeting at 10:55 a.m.

UPCOMING SCHEDULE 2015

May 14, 2015

Cannon Health Building
288 N 1460 W
Salt Lake City, UT
Room 128
9:00 a.m. to 11:00 a.m.

July 9, 2015

September 10, 2015

November 12, 2015

3760 S Highland Dr.
Salt Lake City, UT
Room 425
9:00 a.m. to 11:00 a.m.

Anyone with a disability requiring accommodations to attend or fully participate in this program should contact Austin Roy at (801) 584-8294 or via email at aroy@utah.gov to request reasonable accommodations.