

Child care provider licensing committee

Minutes: April 09, 2024 (special meeting)



The audio recording of this meeting can be found on dlbc.utah.gov and on the [Utah Public Notice website](#).

Members present: Jody Zabriskie, Mindy Brown, Becca Sizeman (in for Tammy Thomas), Alanna Brickley, Holly Kingston, Alan Rice, Monica Gailey, Astrid Arias, Marissa Bernard, Ariel Baker
Members excused: Tamara Thomas, Bree Murphy,
Executive secretary: Florencia Schapira

Welcome – Jody Zabriskie

- Committee roll call was conducted.

Minutes

- It was acknowledged that January meeting minutes were approved by email.

Committee vacancies

- It was addressed that there is still 1 open position on the child care provider licensing committee for a pediatrician or health care provider.

Agency and committee report

- N/A

Assignments

- N/A

New business

- Discussion: Non-compliance chart (review new chart against old chart) (3year, inspection report)
 - Travis Broderick explained the different risk levels: low, moderate, high, and extreme risk.
 - Low risk examples include lack of documentation for children signing in and out.
 - Moderate risk examples include access to materials that could cause harm.
 - High risk examples include physical harm caused by caregivers.
 - Extreme risk examples include life threatening or permanent disability.
 - The Office of Licensing Administration clarifies that the changes are internal policy decisions, not rule changes. The changes aim to streamline processes and provide

more individualized assessments. The new guidelines allow for more responsive and responsible oversight. Shannon Thoman-Black emphasized the importance of looking at each non-compliance individually.

- Committee Concerns
 - Holly questioned the distinction between having a certificate vs not having it. She also expressed concern about the new process leading to more severe violations. She expresses frustration about not being informed of these changes. She requested a copy of the old process approved by the board.
 - Monica expresses concern about blurred lines in assessments. She fears that leniency in assessments will create bias among licensors.
 - Members question the current process. They are feeling blindsided by changes and would like clarification on whether they are now only informed of actual rule changes.
 - Mindy expressed concern about the new CMP's, feeling it may discourage voluntary licensing.
 - Warnings once treated as learning opportunities and means to improve, feels like the new system removes that opportunity.
- Administrative responses to concerns
 - Clarifies that internal procedures are not rule changes that require board approval.
 - Acknowledges committee members' concerns and emphasized the importance of individualized assessments. The goal is to provide more transparency and support to providers.
 - Mentioned that internal procedures are not statutory requirements.
 - Acknowledged the importance of training and the need to address issues. Explained the change in the review process was to avoid inconsistency with a committee now reviewing internal dispute resolutions instead of one person.
 - Clarifies that CMP's are only assessed after multiple instances of moderate non-compliance, aiming to provide multiple chances for correction.
 - Acknowledged the need for better communication, promising to take all concerns into account and re-evaluate the new system.

Action Items

- Review issues raised by Holly regarding First Aid/CPR certificates being considered a moderate risk violation, instead of a low risk like in the past.
- Provide the committee with the previous process that was approved by the board and the new process that has been implemented, for comparison.
- Address concerns raised by Monica about the new process potentially creating "blurred lines" and inconsistency in how violations are assessed.
- Revisit the changes to the citation and CMP process and involve the committee in the review.
- Provide the old and new citation/CMP charts to the committee for comparison.

- Evaluate the risk levels and interpretations, and involve the committee in the process.
- Improve communication with providers, including ensuring all providers receive notification of all changes.
- Provide training for licensors to address potential bias in the citation and CMP process.

Public comment

- ABC Great Beginnings - expressed frustration with recent administrative changes and the lack of public input, feeling it is making things harder for providers. He mentioned the ongoing insurance crisis and the impact of public records on provider's ability to secure insurance.
- Brittany Greenwood (provider & mother) - requests more detailed information on public records and training licensors to avoid bias, feels the new system is too harsh.
- Another member of the public raised concerns about the impact of the new system on providers, feeling it is too confusing and lacks necessary support.

Upcoming meetings

- May 8, 2025 (9:30 a.m. - 11:30 a.m.)
- A full calendar of upcoming meetings can be found on the [child care provider licensing committee webpage](#).

Reminders

- To add items to the agenda, please click [Request to add items](#)
- Committee meetings are conducted virtually, but members of the public are able to attend at a physical location upon request. To attend a future committee meeting in-person, please contact Sam Grow (samuelgrow@utah.gov) no later than 48 hours prior to the start of the committee meeting.

Documentation

- [Committee by-laws \(2023\)](#)
- [Committee members](#)