

Zoom link

Physical location: 195 N 1950 W, Salt Lake City, UT 84224, Room 1044

Welcome – Jody Zabriskie

- Welcome and Introductions
- Committee roll call

Minutes

- Minutes for November 13, 2025 approved via email

Committee vacancies - update

- Upcoming seat openings: Current members may reapply, subject to eligibility requirements.
 - SEAT-14129 - A child development expert from the state system of higher education - currently held by Bree Murphy.
 - SEAT-15570 - A Parent with a child in center based child care (SLC) - currently held by Monica Gailey.
 - SEAT-15989 - An Owner or Director with an active Child Care Center license with at least five + years of experience - currently held by Tamara Thomas
 - SEAT-15984 - An Individual who holds an active license as a Licensed Family child care provider - Available soon

Agency and committee report

- Office of Child Care (OCC) - Karrie Phillips
- Utah Afterschool Network (UAN) - Ben Trentelman
- Office of Licensing (OL) Director update - Florencia Schapira

Assignments

- Crystal: Review rule of medication administration (Inaccessible definition, Health admission form, Medication Rule, Medication form). What guidance would the committee like to see in a resource manual to assist in compliance to the rule.
- Daphne: Review of background check process.

New business

- Challenges faced by larger centers due to unannounced inspections that require visits to every classroom. A system where only a percentage of classrooms are evaluated, as is used when determining quality ratings under CCQS, would foster a more equitable approach. (Add CCDF reg.)

- Incorporating language in licensing rules regarding temporary unsafe conditions.

Public comment

Upcoming meetings

- March 12, 2026 (9:30 a.m. - 11:30 a.m.)
- May 14, 2026 (9:30 a.m. - 11:30 a.m.)
- July 9, 2026 (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 Crystal Knippers (cdknippers@utah.gov) no later than 48 hours prior to the start of the committee meeting.

Documentation

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