Congregate Care Advisory Committee Meeting Minutes

Wednesday, February 25, 2026
1:00pm - 3:00pm
Multi Agency State Office Building, Room 3006
195 N 1950 W, Salt Lake City, UT 84116
Public Virtual Attendance: https://utah-gov.zoom.us/j/82342429468

This meeting was recorded. An audio copy of this recording and all other meeting materials can be found on the Utah Public Notice Website (Congregate Care Advisory Committee PNW).

Attendees

Board members attending: Daniel Sanderson, Tony Mosier, Jessica Black, Steven Demille, Cassandra Howell, Trina Packard Adam Pendleton

Board members excused:

DHHS staff attending: Dustin Penman, Travis Broderick, Jada Stelmach

Agenda

1. **Welcome - Trina Packard**
    a. Intro Script
        i. The meeting was called to order at approximately 1:05 PM by Trina Packard, acting as chair at the request of Trina Packard, who confirmed a quorum was present.
        ii. Trina Packard read the introductory script, outlining that the meeting is being held in-person and virtually, hosted by the Utah Department of Health and Human Services (DHHS), and is being recorded.
    b. Call for attendance
        i. **Daniel Sanderson** motioned to begin the meeting, **Adam Pendleton** seconded. The motion was passed unanimously.
    c. Approve minutes from January 2026 meeting

i. Approval of the January 2026 meeting minutes was deferred to the March 2026 meeting as it did not meet the 24-hour public posting requirement on the Utah Public Notice Website

2. New Business

a. Review of intensive care definitions

   i. The Committee reviewed and refined the draft definition for intensive residential treatment. It was determined that this definition will remain a working document until the full scope of recommendations is complete, at which point a formal motion for approval will be made.

b. Discussion of standard care definition

   i. The Committee discussed establishing a "standard care" definition to serve as a baseline for all congregate care services that do not meet the intensive threshold. Members agreed to remove specific licensing technicalities to focus the definition strictly on the level of clinical care provided.

c. Specific facility and staffing standards for intensive care

   i. The Committee discussed prioritizing "touchpoints" and staff engagement over rigid therapy hours for intensive care. They also explored a "double licensing" model to allow clients to transition between intensive and standard tracks within the same program. For the next meeting, the Committee will develop specific staffing and programming proposals that balance safety with clinical flexibility.

3. DLBC Update - Travis Broderick

   i. Travis Broderick announced the publication of two new resource manuals regarding the use of seclusion and the licensing investigation process, both of which are available on the agency website. Staff noted that while no new rules are currently open for public comment, providers should monitor electronic notifications for upcoming regulatory updates.

4. **Action Items:**

a. Committee Members to review service, programming and staffing requirements

5. Public Comment

a. The chair opened the floor for public comment. It was confirmed that no members of the public requested to comment.

6. Adjourn - Steven Demille

a. Trina Packard called for a motion to adjourn the meeting.
b. Adam Pendleton motioned to adjourn the meeting, and the motion was seconded by Cassandra Howell.
c. The motion was passed unanimously. The meeting was adjourned at approximately 2:45 PM.