

Congregate Care Advisory Committee Meeting Minutes

Wednesday, March 25, 2026

1:00pm - 3:00pm

Multi Agency State Office Building, Room 1020A

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: 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. Adam Pendleton motioned to begin the meeting, Daniel Sanderson seconded. The motion was passed unanimously.
- c. Approve minutes from January 2026 and February 2026 meeting

- i. Approval of the January 2026 meeting minutes was moved by Tony Mosier and seconded by Adam Pendleton. The motion passed unanimously.
- ii. Approval of the February 2026 meeting minutes was moved by Jessica Black and seconded by Daniel Sanderson. The motion passed unanimously.

2. New Business

- a. Review service, programming and staffing requirements
 - i. The Committee discussed distinguishing requirements between the two care levels. Key conclusions included:
 - 1. Service Requirements: The Committee identified the need for “turbo mode” capacities in intensive care.
 - 2. Programming Requirements: The Committee discussed mandating documented Q15 safety checks and implementing facility protections for high-acuity environments.
 - 3. Staffing Requirements: The Committee focused on the capacity to implement one-on-one staffing within 15 minutes of a crisis and the recommendation for frontline staff in intensive settings to receive specialized training and certification.
- b. Review standard and intensive definitions
 - i. The Committee reviewed the current working definitions for Intensive and Standard levels of care. The Committee reaffirmed these as solid working documents.

3. Action Items:

- a. Committee Members to review the Utah Code definition of “Mental Health Crisis” (26B-5-101) for alignment.
- b. DLBC support staff to provide a clean document for working definitions and the six priority pillars for service, programming, and staffing.

4. Public Comment

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

5. Adjourn - Trina Packard

- a. The Committee agreed to move the April meeting to April 29 and the June meeting to June 17.
- b. Trina Packard called for a motion to adjourn the meeting.

- c. Steven Demille motioned to adjourn the meeting, and the motion was seconded by Adam Pendleton.
- d. The motion was passed unanimously. The meeting was adjourned at approximately 3:00 PM.

UNAPPROVED