



**WORKFORCE  
SERVICES**  
CHILD CARE

OFFICE OF  
**Child  
Care**



# Welcome ●

## Agenda

- I. Welcome ..... Joyce Hasting
  - a. Committee Membership
  - b. Approval of 4/15/26, Meeting Minutes
  
- II. OCC Director's Update ..... Heather Thomas
  - a. OCC Staffing Changes
  - b. Proposed Administrative Rule Changes
  - c. State Single Audit
  - d. Overpayment Dashboard Updates
  - e. Attendance Record Requests
  - f. Child Care Quality System Revision
  - g. Budget
  
- III. Partner Highlight: Utah Registry for Professional Development ..... Carrie Stott
  
- IV. Agency Updates
  - a. Child Care Licensing.....Crystal Knippers
  - b. Utah State Board of Education ..... Cristina Barrera
  
- V. Other Business & Public Comment
  
- VI. Adjourn



# Committee Membership

## ***New Member***

- Small business community representative: Missy Sparks

## ***Vacant Positions***

- Small business community representative
- Corporate community representative  
(family-friendly workplace with efforts related to child care)

[Boards and Commissions Website - Apply for Seat](#)



# OCC Director's Update

-Heather Thomas



# OCC Director's Update

- **OCC Staffing Changes**
- **Proposed Administrative Rule Changes (Posted May 15 for public comment)**
  - *Child Care Assistance Program*
    - Report employment or approved activities ending
    - One initial registration fee per child within a 12-month period
    - Clarifies attendance tracking requirements
  - *Child Care Quality System*
    - High Quality programs that receive a high or extreme citation will be reassigned a Growing Quality rating
    - Removes mentions of High Quality Plus rating



# OCC Director's Update

- **State Single Audit**
  - Outstanding Provider Overpayment Balances
- **Overpayment Dashboard Updates**
  - View balance in the Provider Portal (*already in place*)
  - Make payments online (*in progress*)



# Overpayment Dashboard Updates

Facility

TEST PROVIDER

The information below is a summary of your **Child Care Overpayments**.

For general questions regarding your balance or to **set up a payment plan**, contact Workforce Services (DWS) at **801-526-9810** (Salt Lake) or **800-821-2239** (toll-free).

**To make a payment by phone (debit/credit card):**

Contact the **DWS Business Office** at **801-526-0950** (Salt Lake) or **866-435-7414** (toll-free). Select Option 3, then 2.

**Required information:** You will need your child care license number following the dash (i.e., F18-**12345**) and the debt number(s) displayed below.

**Note:** Credit card payments can only be processed if the cardholder's name matches the name on the account.

**To make a payment by mail (check/money order):**

Make payment payable to **DWS/ESD Overpayments** and mail to:

Department of Workforce Services

ESD Collection Unit, PO Box 45053

Salt Lake City, UT 84145-0053

**Required Information:** Please ensure the payment includes your business name, license number, debt number and a notation confirming the payment is for "Child Care".

Once a payment is processed, allow one business day for the dashboard to be updated.

Select	Debt Number	Original Amount	Current Balance	Placement Date	Status
<input type="checkbox"/>	123456	\$1520.25	\$717.29	05/01/2026	Partially Paid



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Select	Debt Number	Original Amount	Current Balance	Placement Date	Status
<input checked="" type="checkbox"/>	123456	\$1520.25	<b>Enter Debt Amount Being Paid</b>	05/01/2026	Partially Paid

Amount



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**To make a payment by mail (check/money order):**  
Make payment payable to **DWS/ESD Overpayments** and mail to:  
Department of Workforce Services  
ESD Collection Unit, PO Box 45083  
Salt Lake City, UT 84145-0083

**Required Information:** Please ensure the payment includes your business name, license number, debt number and a notation confirming the payment is for "Child Care".

Once a payment is processed, allow one business day for the dashboard to be updated.

Select	Debt Number	Original Amount	Current Balance	Placement Date	Status
<input checked="" type="checkbox"/>	123456	\$1520.25	\$717.29	05/01/2026	Partially Paid


Shopping Cart Summary

Debt Type	Paying
CCP	150.0

Empty Cart   Pay Total Amount: \$150.00



# Overpayment Dashboard Updates



**Govpay**  
A Secure Online Service from Utah.gov

## Select Payment Method

Item	Quantity	Item Amount	Total
DWS customer payment <i>Child Care Provider</i>	1	\$150.00	\$150.00
<b>Total Amount:</b>			<b>\$150.00</b>

[Cancel Payment](#) [Credit Card](#) [Electronic Check](#) [Subscription Account](#)

[Give Feedback](#)



# OCC Director's Update

- **Attendance Record Requests**
  - Upload attendance records as requested through the Provider Portal (*in progress*)



# Attendance Record Requests

## Public Notice

3/16/2026  
What's New

We are pleased to announce that an Overpayment Dashboard has been added to your portal. If you have any unpaid established child care subsidy overpayments, the information will be displayed on your dashboard, along with instructions for making a payment. Once a payment is processed, allow one business day for the dashboard to be updated. You will also see an 'Items to Complete' notification on your Home page if you have any unpaid overpayments.



## Items to complete

Item	Status
No FEIN on File	<a href="#">Add FEIN</a>
Bank Account Not on File	<a href="#">Add Account</a>
Provider Attendance Not on File	<a href="#">Add Provider Attendance</a>
Attendance Audit	<a href="#">Upload Attendance Documentation</a>

## Helpful Links

[View Banking Info](#)[Report Changes](#)[Contact OCC](#)[How to use the Portal](#)

# Attendance Record Requests

☰ Children in Care  

Attendance Upload Instructions

Facility Name	Case Name	Case #	Audit Date	Upload Attendance
Sunshine Childcare	Smith Family	123456	April 2026	<a href="#">Attendance Uploaded</a>
Happy Kids Center	Johnson Family	654321	April 2026	<a href="#">Upload Attendance Record</a>
Little Stars Academy	Williams Family	789012	April 2026	<a href="#">Upload Attendance Record</a>



# Attendance Record Requests

The screenshot displays a web application interface for 'Children in Care'. At the top, there is a navigation bar with a hamburger menu, the text 'Children in Care', and two circular logos on the right. Below the navigation bar is a table titled 'Attendance Upload Instructions'. The table has five columns: 'Facility Name', 'Case Name', 'Case #', 'Audit Date', and 'Upload Attendance'. The first row shows 'Sunshine Childcare', 'Smith Family', '123456', 'April 2026', and a green 'Attendance Uploaded' button. The second row shows 'Happy Kids Center', 'Johnson Family', '654321', 'April 2026', and an orange 'Upload Attendance Record' button. The third row shows 'Little Stars Academy' and an orange 'Upload Attendance Record' button. Below the table, there is a section with instructions: 'Look over the children in care by clicking on any row to get case details'. Below this is a 'Facility' dropdown menu with 'PORTAL DEMO' selected. There is also a search filter: 'Filter by First, Last Name or Case #' with an input field containing 'Enter a key word' and a 'Last Name' dropdown. A modal window titled 'Upload Attendance Records' is overlaid on the table. It contains the following text: 'How to Upload', a list of instructions, and a file upload area. The instructions are: 'Click **Select Files** to choose the file you want to upload.', '**Important:** If you're uploading multiple files for the same verification, make sure to upload all of them on this screen before clicking **Close**.', 'You can upload files in **JPEG, PNG, or PDF** format.', 'Each file must be **20MB or less**', and 'Remove any password protection from your documents. **We cannot process password-protected files.**'. The file upload area has a button 'Upload Files...' and a dashed box with an upload icon and the text 'Drop files here'. A 'Close' button is at the bottom right of the modal.

Facility Name	Case Name	Case #	Audit Date	Upload Attendance
Sunshine Childcare	Smith Family	123456	April 2026	Attendance Uploaded
Happy Kids Center	Johnson Family	654321	April 2026	Upload Attendance Record
Little Stars Academy				Upload Attendance Record

### Upload Attendance Records

**How to Upload**

- Click **Select Files** to choose the file you want to upload.
- Important:** If you're uploading multiple files for the same verification, make sure to upload all of them on this screen before clicking **Close**.
- You can upload files in **JPEG, PNG, or PDF** format.
- Each file must be **20MB or less**
- Remove any password protection from your documents. **We cannot process password-protected files.**

Upload Files... Drop files here

**Close**



# OCC Director's Update

- **Child Care Quality System Revision (July 1, 2026)**
  - [Licensed Center Framework](#)
  - [Licensed Family Child Care Framework](#)
- **Budget**
  - Phased in reductions
  - Approximate CCDF Percentages
    - Subsidy: 73%
    - Quality: 17%
    - Infant/Toddler Quality: 3%
    - Administrative: 2.5%
    - Other: 4.5%



The **Utah Registry for Professional Development (URPD)** administers professional development programs for Utah's Early Care and Out of School Time workforce.

**Programs include:**

- Utah's Career Ladder
- Financial Incentives
- Scholarships
- Grants and Other Payments
- Workforce Registry

URPD is funded by the Dept of Workforce Services, Utah Office of Child Care and is located at Utah State University in Logan, Utah.



# Utah Registry for Professional Development

Carrie Stott- Director



# History of URPD

- Initially called the Child Care Professional Development Institute (CCPDI) and located within the Utah Office of Child Care.
- In (approx) 2006, CCPDI moved to Salt Lake Community College.
- In 2011, CCPDI moved to Utah State University in Logan.
- In 2017, name was formally changed to the Utah Registry for Professional Development to better describe the mission.



# Programs of URPD

## Professional Development Related Programs

- Utah Career Ladder  
→ 1257 Levels awarded in FY26 through 3rd Qtr
- Professional Development Incentives for completing a Career Ladder Level  
→ 1065 Incentives awarded in FY26 through 3rd Qtr
- Scholarships for CDA, NAC and CCP both initial and renewals  
→ 214 Scholarships awarded in FY26 through 3rd Qtr



# Programs of URPD

## CCQS Related Programs

- Professional Development Cost Sharing payments (CCQS incentive)  
→ 104 payments awarded in FY26 through 3rd qtr
- Quality Observation Awards (CCQS incentive)  
→ 157 payments awarded in FY26 through 3rd qtr
- Infant Toddler Support Incentive (CCQS incentive)  
→ 77 incentives awarded in FY26 through 3rd qtr
- PLC (Peer Learning Community) Program Incentives  
→ 60 incentives awarded in FY26 through 3rd qtr



# Programs of URPD

## Other Programs

- Family Child Care Start Up Grants
  - 34 grants awarded in FY26 through 3rd qtr
- All Means All Certifications in partnership with CCRA Bear River
  - 30 certifications awarded in FY26 through 3rd qtr
- Workforce Registry
  - 9,000 Early Care & Out of School Time Practitioners listed
  - 19,000 Transcript uploads processed in FY26 through 3rd qtr



# URPD Contact Information



URPD

6515 Old Main Hill  
Logan, UT 84322  
435-797-2468

[urpd@usu.edu](mailto:urpd@usu.edu)

<https://urpd.usu.edu>

Carrie Stott, Director

[carrie.stott@usu.edu](mailto:carrie.stott@usu.edu)

435-797-1595

Rachel Israelsen, Program Staff

Cherry Howe, Program Staff



# Agency Updates



# Child Care Licensing

- Crystal Knippers



- The rule changes involving immunization record documentation to R381-70 Out-of-School-Time Child Care Programs, R430-50 Residential Certificate Child Care, and R430-90 Licensed Family Child Care will complete their public comment period on 05/15/26.
- The rule change for R381-100 also had an addition around policies for video surveillance system as well as the immunization record documentation.
- Legislative update, HB 472 and SB 30. HB 472 will update our 380-600 general licensing rules. Main impact is a clarification to the definition of an individual associated with a licensee. SB 30 updated what constitutes an offense and definition of deniable offenses.





Utah State  
Board of  
Education | Preschool

## USBE Preschool Education Webpage

We believe in the power of early learning and are dedicated to supporting families, educators, and communities across Utah's mixed-delivery system for preschool education and the healthy development of 3 to 5 year olds.

## USBE

- Cristina Barrera, Preschool  
Education Specialist



# Kindergarten Transitions



- Statewide focus on supporting smooth transitions from preschool to kindergarten
- Emphasis on family engagement and early connections with elementary schools
- Encouraging practices such as classroom visits, shared events, and accessible communication of student growth



# Inclusion & Behavior Support

- Continued emphasis on inclusive preschool practices across Utah
- Sharing guidance to support understanding of child behavior, including autism-specific considerations
- Support awareness and engagement in broader, national conversations on inclusive preschool practice



# Family Engagement & Cross-Agency Resources

- Amplifying cross-agency resources that support families preparing for kindergarten
- Coordination with partners on messaging related to registration, health requirements, and readiness
- Focus on reducing barriers and confusion for families across early learning settings



# Workforce & Professional Learning – Statewide Learning Opportunities

- Supporting awareness of cross-sector professional learning opportunities available to the early childhood field
- These learning opportunities engage early childhood providers, healthcare professionals, and community-based practitioners
- These efforts contribute to stronger developmental monitoring, referrals, and coordinated care across settings



# Collaboration & Alignment

- Focus areas align with shared priorities across early childhood agencies around quality, inclusion, and family experiences
- Commitment to shared systems-building across school- and community-based early childhood programs
- Appreciation for the OCC's Advisory Committee's role in supporting cross-agency collaboration



# Other Business



# Adjourn

**Next Meeting**

Wednesday, July 8, 2026, 1:00 pm – 3:00 pm





**WORKFORCE  
SERVICES  
CHILD CARE**

