Congregate Care Advisory Committee Meeting Minutes

Wednesday, May 27, 2026
1:00pm - 3:00pm
Multi Agency State Office Building, Room 1045
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, and Adam Pendleton.

Board members excused:

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

Agenda

1. **Welcome - Trina Packard**
    a. Intro Script
        i. The meeting was called to order at approximately 1:00 PM by Trina Packard.
        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. Approve minutes from April 2026
        i. Approval of the April 2026 meeting minutes was moved by Jessica Black and seconded by Adam Pendleton. The motion passed unanimously.

2. **New Business**

a. The Committee engaged in a comprehensive discussion regarding the working definitions for Standard and Intensive Residential Treatment Care, focusing on how intermediate secure facility requirements impact these tiers.

   i. Staffing & Ratios: The Committee discussed the current requirement to provide one-on-one staffing within 15 minutes of a client crisis. Concerns were raised that 15 minutes is too long for an acute crisis, but reducing the permanent baseline ratio (currently 1 to 4) would create a financial burden on smaller facilities.

   ii. Crisis Response Options: The Committee brainstormed alternatives, including utilizing non-ratioed on-campus supervisors, adopting "dynamic staffing" models, similar to adult daycare rules where staffing increases based on client acuity, and establishing an immediate crisis response protocol instead of a strict 15-minute window.

   iii. Training Framework: An emphasis was placed on elevating staff training over simply adding more personnel, acknowledging high entry-level turnover. Suggestions included implementing tiered staffing levels (e.g., Level 1 vs. Level 2 staff with corresponding pay increments), establishing a minimum tenure/experience requirement for group leads, and mandating targeted advanced training topics like trauma-informed de-escalation to prevent power struggles.

   iv. Systemic Gaps & Tiers: The Committee discussed a "hot potato" systemic issue: highly treatment-resistant, dysregulated youth who blow out of standard and intensive programs but do not qualify for or cannot access the state psychiatric hospital or intermediate secure care. The Committee discussed whether these youth require a distinct secure setting, or if the Intensive Residential Treatment (IRT) classification should be designed to raise the bar and fill this specific treat

3. DLBC Update

a. DLBC reminded the committee that the Assistant Attorney General, Brittany Huff, will return in August to conduct a mandatory public meetings training.

4. Action Items:

a. Committee members will submit specific recommendations regarding the three pillars for intensive program - staffing requirements, advanced training topics/hours, and physical facility features. Submissions must be emailed no later than June 9, 2026.
b. The Committee established a goal to have the core definitions and admissions criteria fully finalized by the end of August 2026 to ensure any necessary legislative proposals are ready ahead of the October legislative window

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 - Trina Packard**
    a. The Committee reviewed and confirmed the following upcoming meeting dates:
        i. June meeting: June 17, 2026
        ii. July meeting: Moved to July 29, 2026
    b. Trina Packard called for a motion to adjourn the meeting.
    c. Cassandra Howell 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.