

Division of Licensing and Background Checks (DLBC) Child Care Provider Licensing Committee

Thursday, May 14, 2026

9:30 AM - 11:30 AM

Multi Agency State Office Building

195 N 1950 W, Salt Lake City, UT 84116

Public Virtual Attendance: <https://utah-gov.zoom.us/j/85898103522>

This meeting was recorded. An audio copy of this recording and all other meeting materials can be found on the Utah Public Notice Website ([Child Care Provider Licensing Committee](#))

Attendees

Committee members: Jody Zabriskie, Holly Kingston, Bree Murphy, Alanna Brickley, Ariel Baker, Tamara Thomas, Brendon Koahou, Marissa Bernards, and Monica Gailey

Excused: Alan Rice

DLBC staff attending: Crystal Knippers, Travis Broderick, Jada Stelmach

Agenda

1. Welcome - Jody Zabriskie

- a. Committee roll call was conducted.

2. Minutes - Jody Zabriskie

- a. It was acknowledged that for March 12, 2026 and March 17, 2026 minutes were approved via email.

3. Committee vacancies

- a. Upcoming seat openings: Current members may reapply, subject to eligibility requirements.
 - i. SEAT-14129 - A child development expert from the state system of higher

education - currently held by Bree Murphy (1 term served).

- ii. SEAT-15570 - A Parent with a child in center based child care (SLC) - currently held by Monica Gailey (1 term served).
- iii. 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 (1 term served).
- iv. SEAT-15984 - An Individual who holds an active license as a Licensed Family child care provider - [Available for application](#).
- v. SEAT - 14128 - An Individual with an active Residential Certificate.

4. Agency and Committee Report

- a. Utah Office of Child Care (OCC)- JoEllen Robins
 - i. The Child Care Quality System (CCQS) revision is complete. The new framework scoring applies to anyone who applied in March or later, taking full effect July 1, 2026.
 - ii. Mandatory informational meetings for the CCQS intensive coaching program will be held on June 23, 2026 for centers and June 25, 2026 for family child care.
 - iii. Federal budget cuts taking effect July 1, 2026 will reduce non-required Child Care Development Fund (CCDF) activities.
 - iv. Five administrative rule updates across the Child Care Assistance Program and CCQS are open for public comment.
- b. Utah Afterschool Network (UAN) - Holly Phillips
 - i. No new updates were provided for this month's meeting.
- c. Utah Office of Licensing - Travis Broderick
 - i. Division of Licensing and Background Checks provided updates regarding [HB 472](#), which streamlines the legal framework and critical incident reporting, and [HB 379](#), which exempts child care providers from commercial restaurant regulations to establish specific child care kitchen rules.

5. Assignments

- a. Crystal Knippers (Office of Licensing) - Rules are open for public comment regarding immunization update, procedure for program video usage.
 - i. The public comment window for R381-70 Out-of-School Time Programs, R430-50 Residential Certificate Child Care, and R430-90 Licensed Family Child Care closes May 15, 2026.
 - ii. Proposed language on video surveillance use in Rule R381-100 Child Care Centers is expected to be published on May 15 in the Rules Bulletin for public comment.
- b. Crysta Knippers & Travis Broderick (Office of Licensing) - Wording for unsafe conditions update
 - i. Discussion centered on the requested updates to the R380-600 umbrella rule regarding "ungovernable" items and temporary unsafe conditions caused by outside entities.
- c. Crystal Knippers (Office of Licensing) - Substitute training update
 - i. Background information was provided on current rules allowing for prorated training hours, for mid-cycle hires, and documented leaves of absence. However, CCDF guidelines require all caregivers to maintain foundational training.
 - ii. The committee discussed the administrative and financial burdens providers face for substitute training. The discussion centered on exploring a framework where low-frequency substitutes could operate under a modified training structure.
 - iii. The Office of Licensing noted that from a risk perspective, a lack of supervision is the primary threat to a child. It was suggested that if a facility has clear policies and sufficient fully trained core staff to respond to emergencies, full training might not be necessary for substitutes. The committee explored a supervised "co-teaching" or aide mechanism, similar to training models in other licensed fields, to safely address this challenge.

6. New Business

- a. The July 9th meeting will function as an open/close meeting. It will be opened for public comment record and closed immediately if none are present. Jody Zabriskie reminded the board to consistently submit agenda items.

7. Public Comment

- a. Public comment was made asking for clarification on the expiration date of CCRA fingerprinting locations. It was confirmed that fingerprinting services through the CCRA will officially cease after June 30, 2026.

8. Action Items

- a. The Office of Licensing will take the committee's feedback regarding substitute training.
- b. The Office of Licensing will continue working on the proposed language for Rule R380-600.

Upcoming meetings

- September 10, 2026 (9:30 a.m. - 11:30 a.m.)
- November 12, 2026 (9:30 a.m. - 11:30 a.m.)
- January 14, 2027 (9:30 a.m. - 11:30 a.m.)
- March 11, 2027 (9:30 a.m. - 11:30 a.m.)
- May 13, 2027 (9:30 a.m. - 11:30 a.m.)
- July 8, 2027 (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](#)