

Division of Licensing and Background Checks (DLBC) Congregate Care Advisory Committee

Wednesday, August 26, 2026

1:00pm - 4:00pm

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

Board members excused: None

DHHS staff attending: Shannon Thoman-Black, Florencia Schapira, Nicole Laub, Kacee Arrington

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. Call for attendance
 - i. Steven Demille motioned to begin the meeting, Daniel Sanderson seconded. The motion was passed unanimously.
- c. Approve minutes from July 15, 2026 and July 29, 2026

- i. Approval of the July 15, 2026 and July 29, 2026 meeting minutes was moved by Tony Mosier and seconded by Jessica Black. The motion passed unanimously.

2. Administrative Business

- a. Brittany Huff, Assistant Attorney General, presented the annual Open and Public Meetings Act (OPMA) training. Clarifications were provided regarding board member communications, agenda voting procedures, workgroups, and consulting with Division of Licensing and Background Checks (DLBC) staff to gather informational data and to receive context on licensing operations.

3. New Business

- a. The Committee discussed establishing admissions criteria for standard and intensive residential treatment levels of care in congregate care settings. The discussion focused on defining risk thresholds, mitigating factors, and clinical assessment requirements across key behavioral categories:
 - i. Self-harm
 - ii. Suicidality
 - iii. Aggression
 - iv. Absent Without Official Leave (AWOL)
 - v. Other behaviors

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. Action Items:

- a. The Committee members confirmed the next meeting on September 23, 2026, with a proposed new time from 12:00 PM - 3:00 PM.
- b. The Committee agreed to send ideas for proposed admissions criteria for standard and intensive residential treatment levels of care to the chair by September 16, 2026. The chair will compile the ideas in preparation for the September 23, 2026 meeting.

6. Adjourn - Trina Packard

- a. Trina Packard called for a motion to adjourn the meeting.
- b. Jessica Black motioned to adjourn the meeting, and the motion was seconded by Adam Pendleton.

- c. The motion was passed unanimously. The meeting was adjourned at approximately 4:00 PM.