

Division of Licensing and Background Checks (DLBC) Utah Child Placing Adoption Agency Consortium

Agenda

Meeting information: The Utah Child Placing Adoption Agency Consortium works in collaboration with the Division of Licensing and Background Checks to advise and support state adoption policy to serve birth mothers and prospective adoptive parents.

Date: Oct 5, 2026

Time: 1:00 PM - 2:30 PM

Location: Multi Agency State Office Building (MASOB), 195 N. 1950 W., Room 1045

Virtual Attendance Information:

<https://utah-gov.zoom.us/j/5822563631?omn=88643507114>

In-Person Attendance Information:

Multi Agency State Office Building (MASOB)

195 N 1950 W Room 1045

Salt Lake City, UT 84116

Consortium Member Attendees:

Denise Garza, Love and Light Adoptions

Donna Pope, Heart To Heart Adoptions

Laraine Moon, A Act of Love

Lauren Murray, Premier Adoption Agency



Meghan Anderson, Adoption Life
 Randy Mitchell, Nightlight Christian Adoptions
 Steve A. Sunday, Forever Bound Adoption
 Tara Romney Barber, Children's Service Society Of Utah
 Yvonne Johanson, A Guardian Angel Adoptions
 Florencia Schapira, Utah Office of Licensing (OL) Director

DLBC Staff Attendees:

Nicole Laub, OL Human Services Program Administrator
 Dustin Penman, OL Human Services Manager
 Kamille Sheikh, DLBC Quality Assurance and Rules Program Administrator
 Buu Diep, OL Staff
 Chanhda Ousa-Khommarath, OL Staff

Time	Topic	Presenter	Meeting Minutes
1:00 PM	Welcome Consortium Role Call	Florencia Schapira (DLBC)	- The intro script was read and a roll call for attendance was completed. - Florencia Schapira (DLBC) asked the Consortium if there were any items to be added to the agenda. No consortium members requested additional items to the agenda.
1:05 PM	Approval of September 2026 Minutes	Florencia Schapira (DLBC)	Minutes for August 2026 were approved by the Consortium.

Time	Topic	Presenter	Meeting Minutes
1:10 PM	Meeting Schedule Moving Forward	Florencia Schapira (DLBC)	- Florencia Schapira (DLBC) provided an update about the consortium meeting schedule. - The Consortium will meet every other week to review any request that exceeds the financial limits. If there are no requests submitted to DLBC, the meeting will be cancelled. - The Consortium may adjust the meeting schedule once the bylaws are created.
1:20 PM	New Business Consortium Vote - Review and Approval of Standard Operating Procedure (SOP) for Request to Exceed Birth Parent Financial Limits (link to document) Consortium Review - Review of Decision Letter for Any Determination for Request to Exceed Birth Parent Financial Limits (link to document) Consortium Discussion - Workgroup to draft Consortium Bylaws	Florencia Schapira (DLBC)	- The Consortium voted to approve the Standard Operating Procedure (SOP) for Request to Exceed Birth Parent Financial Limits: - Denise Garza, Love and Light Adoptions - No - Donna Pope, Heart To Heart Adoptions - Abstained from vote - Laraine Moon, A Act of Love - No - Lauren Murray, Premier Adoption Agency - Yes - Meghan Anderson, Adoption Life - Yes - Randy Mitchell, Nightlight Christian Adoptions - Yes - Steve A. Sunday, Forever Bound Adoption - Yes - Tara Romney Barber, Children's Service Society Of Utah - Yes



Time	Topic	Presenter	Meeting Minutes
			○ Yvonne Johanson, A Guardian Angel Adoptions - No ○ Florencia Schapira, Utah Office of Licensing Director - Yes ● Some consortium members expressed concerns about the SOP for requests that exceed the financial limits. DLBC encouraged the members to reach out directly to DLBC staff to discuss these concerns and any necessary action steps. ● Florencia Schapira (DLBC) presented the decision letter for any requests that exceed the financial limits. The Consortium expressed no concerns with the decision letter.
2:15 PM	Update on Cases that Exceed Financial Limits (public comment follow-up)	Florencia Schapira (DLBC) and Nicole Laub (DLBC)	● Florencia Schapira (DLBC) proposed allowing consortium members to submit requests that exceed the financial limit after the statute change went into effect (May 6, 2026) and before the consortium approved the SOP (October 5, 2026). ● The Consortium voted to allow consortium members to submit requests that exceed the financial limit when the statute change went into effect (May 6, 2026) and the date the consortium approved the SOP (October 5, 2026), adding a section to the SOP about these types of requests: ○ Denise Garza, Love and Light Adoptions -



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			No ○ Donna Pope, Heart To Heart Adoptions - Abstained from vote ○ Laraine Moon, A Act of Love - No ○ Lauren Murray, Premier Adoption Agency - Yes ○ Meghan Anderson, Adoption Life - Yes ○ Randy Mitchell, Nightlight Christian Adoptions - Yes ○ Steve A. Sunday, Forever Bound Adoption - Yes ○ Tara Romney Barber, Children's Service Society Of Utah - Yes ○ Yvonne Johanson, A Guardian Angel Adoptions - Yes ○ Florencia Schapira, Utah Office of Licensing Director - Yes ● DLBC will send information about any request that exceeds the financial limits to consortium members.
2:20 PM	DLBC Updates ● Agencies compliance with updated statute requirements (Section 26B-2-127) ● Other updates	Florencia Schapira (DLBC) and Nicole Laub (DLBC)	● Florencia Schapira (DLBC) requested support from the Consortium to help create bylaws outside of the consortium meetings. Meghan Anderson responded she would help with this project. DLBC will send examples of bylaws to use



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			as templates. • Florencia Schapira (DLBC) introduced Nicole Laub (DLBC) as the Human Services Program Administrator. • Nicole Laub (DLBC) provided information on the statute requirements for licensed child placing adoption agencies, including the requirement to become a nonprofit by January 1, 2027 for new or renewal child placing adoption agencies. • Denise Garza of Love and Light Adoptions and Yvonne Johanson, A Guardian Angel Adoptions requested clarification about the requirement to become a nonprofit for the renewal of a child placing adoption agency license. DLBC will follow up with both consortium members and additionally send an email to the consortium members with an update. • Florencia Schapira (DLBC) shared that Nicole Laub will be the acting chair while she is out of the office for several weeks. • Florencia Schapira (DLBC) shared DLBC is working to create a shared email inbox where consortium members can submit requests that submit the financial limits.
2:25 PM	Public Comment	Florencia Schapira	No public comment was made during this meeting.



Time	Topic	Presenter	Meeting Minutes
		(DLBC)	
2:30 PM	Adjourn	Florencia Schapira (DLBC)	

