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

## Agenda

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**Meeting information:** The Child Care Provider Licensing Committee meets to advise the safety of children in child care programs. The committee collaborates to make rules that govern center and residential based child care as necessary to protect  qualifying children's common needs for a safe and healthy environment.

**Date:** Nov 12, 2026

**Time:** 9:30 AM - 11:30 AM

**Location:** Multi Agency State Office Building (MASOB)

*Virtual Attendance Information:*

https://utah-gov.zoom.us/j/85898103522

*In-Person Attendance Information:*

Multi Agency State Office Building (MASOB)

195 N 1950 W

Salt Lake City, UT 84116

**Committee Member Attendees:**

**DLBC Staff Attendees:**

**Other Attendees:**

| Time | Topic | Presenter | Notes |
|---|---|---|---|
| 9:30 AM | Welcome | Jody Zabriskie | a. Welcome and introductions<br>b. Committee roll call |
| 9:35 AM | September 2026 Minutes approved via email | Jody Zabriskie | |
| 9:40 AM | Committee vacancies | Jody Zabriskie | a. Current vacant seat openings<br>i. SEAT-15984 - An Individual who holds an active license as a Licensed Family child care provider -<br>ii. SEAT-14128 - An Individual with an active Residential Certificate - (Still open for applications)<br>How To Apply |
| 9:50 AM | Agency and committee report | Jody Zabriskie | a. Office of Child Care (OCC) - Karrie Phillips<br>b. Utah Afterschool Network (UAN) - Ben Trentleman |
| 10:00 AM | Assignments | Jody Zabriskie | a. Wording for unsafe conditions |
| 10:10 AM | New Business | Jody Zabriskie | a. Licensed Family and Residential Certificate rule review<br>b. Background clearance backlog and approval timeline - Daphne |
| 11:20 AM | Public Comment | Jody Zabriskie | |

| Time | Topic | Presenter | Notes |
|---|---|---|---|
| 11:30 AM | Adjourn | Jody Zabriskie | |

**Upcoming meetings**

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.)

September 9, 2027 (9:30 a.m. - 11:30 a.m.)

November 11, 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 (2026)

Committee members