



**Office of Child Care Advisory Committee**  
Via Zoom Link;  
<https://utah-gov.zoom.us/j/85229164145>  
Meeting ID: 852 2916 4145

Wednesday, January 11, 2023  
Metro Office Rm 100  
1:00 p.m. to 3:00 p.m.

### Meeting Minutes

**Committee:** Rhonda Dossett, Rebecca Banner, Kallie Stewart delegate for Alberta Loosle, Anna Thomas, Ben Trentleman, Crystal Knippers, Elizabeth Garbe, Holly Kingston, Jared Lisonbee, Jody Zabriskie, Johnny Anderson, Julie Backlund, Katie Ricord, Kyla Clark, Michel Rice delegate for Simon Bolivar, Tanayah Tom, Tina Persels, Page Checketts

**Excused/Absent:** Ana Cuenca, Christie Cole, David Alsop,

**Interested Parties and Guests:** Heather Thomas, Ashley Trujillo, Betzy, Leslie, Amanda, Katie Adams, Elliot Lawrence, Tina Persels, Tina Persels, Jill Chesley-McGinnis/The Children's Center Utah, Shurree & Kody Winters, Lauren Fredman, Steph, LaDonna Raye, Angela, Jennifer Floyd, Sorensen, Ann, Ann, Florencia Schapira, Sarah Atherton, Astrid Arias, Sebastian Moncada, Cristina Barrera, Leah Schilling – CAC, Heather Valentine, Karrie Phillips, Kellie Kohler -, Peggy Golding, Jenna Williams, C Ellsworth and H Hughes, Colin Crebs, Kristen Schulz, Kim, Kim Melville, Jamie Bitton,

Agenda Item	Discussion	Recommendations/Actions
Welcome	<ul style="list-style-type: none"><li>a. Rhonda Dossett welcomed the Committee and called for attendance.</li><li>b. Approval of 11/9/2022 meeting minutes.</li></ul>	<p>Rhonda Dossett called for a motion to approve the minutes. Jared Lisonbee motioned. Anna Thomas seconded. The motion carried unanimously. Minutes approved.</p>
OCC Director's Update	<p>OCC Staff Update -Rebecca Banner</p> <ul style="list-style-type: none"><li>a. Rebecca announced new Admin Assistant Ashley Trujillo. All communications will be coming from here now on.</li><li>b. Rebecca announced the new Assistant Director Heather Thomas.</li><li>c. Rebecca announced our new program manager Heather Valentine. Since this is an internal hire there will be a back fill for Heather Valentine's position.</li><li>d. CC Subsidy Copayments<ul style="list-style-type: none"><li>i. Reinstating of copayments will start February 1.</li><li>ii. The reinstating will be done through a phase approach.<ul style="list-style-type: none"><li>1. We will start evaluation and assessing copayment for all new applications and families that are under review and recertification starting February 1.</li><li>2. Those that are receiving a subsidy will not have a change until their scheduled review date.</li></ul></li><li>iii. Copayments will be now capped at 7 percent of a household's income.</li><li>iv. First income level copayment will still be paid by CCDF funding.</li></ul></li></ul>	

	<p>e. FFY 2022 Quality Progress Report</p> <ul style="list-style-type: none"> <li>i. Annual Quality Progress Report is part of the CCDF regulations to account for and provide progress from Oct. 2021 to Sep. 2022.</li> <li>ii. A couple of points of interest are           <ul style="list-style-type: none"> <li>1. the number of training hours that were completed by providers during that fiscal year was 85,000 hours. That totals about 27 percent of licensed providers in both center and family that attended one of our professional development trainings. Also, 51 Programs met high quality care, (33 centers and 18 family providers). 1,200 children that received a subsidy were served by a high-quality provider. Our goal is to increase that number.</li> </ul> </li> </ul> <p>f. Cost of care analysis.</p> <ul style="list-style-type: none"> <li>i. We just received the report and will have an update in March.</li> </ul> <p>g. Application Guide</p> <ul style="list-style-type: none"> <li>i. The federal office released a guide for subside applications. It is geared towards standalone applications. Our program is part of a combined application and not represented in this guide. We will review the guide but as of right now, we are not planning on changing our application.</li> </ul>	
COVID Relief Funding Update	<p>Mental Health Contracts- Rebecca Banner</p> <ul style="list-style-type: none"> <li>a. We have used some of our discretionary funding with the department of healthcare and human services who then created two mental health care resources for childcare providers.           <ul style="list-style-type: none"> <li>i. Access sessions through local mental health agencies</li> <li>ii. Contracted service for Telehealth resource.</li> </ul> </li> <li>b. Resources available after December 21, 2022 and over 200 applications have been processed.           <ul style="list-style-type: none"> <li>i.</li> </ul> </li> <li>c. The website to find more information and link to the application form can be found here:  <a href="https://sumh.utah.gov/services/treatment/mental-health-for-child-care-providers">https://sumh.utah.gov/services/treatment/mental-health-for-child-care-providers</a> </li> </ul>	
	<p>Infant Toddler Support Incentive- Rebecca Banner</p> <ul style="list-style-type: none"> <li>a. Programs that received a Foundation of Quality or Building Quality rating beginning January 1, 2023 will be eligible for to participate in the infant and toddler support center.           <ul style="list-style-type: none"> <li>i. Grants for materials for their infant and toddler rooms.</li> <li>ii. Eligible programs will be notified by URPD.</li> </ul> </li> </ul>	
CAC Regional Highlight	<p>Weber State University -Crystal Knippers</p> <ul style="list-style-type: none"> <li>a. WSU-Business Support           <ul style="list-style-type: none"> <li>i. Business support classes for center and family care providers have been very small.</li> <li>1. Jill Young will be offering an hour workshop on the Entrepreneurial Operating System on March 25.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>a. Focus on Helping Leaders become cohesive, functional, and healthy in their leadership.</li> <li>b. Provide tools for planning for the after-stabilization grant effect.</li> <li>b. WSU- Start up grants <ul style="list-style-type: none"> <li>i. Not a lot of people have accepted the startup grants. The end of July was the deadline to apply for the Stabilization Grant that can be impacting this. The amount of the grants has increased.</li> <li>ii. Startup grants for new centers, assisting in covering costs to become licensed.</li> <li>iii. Startup grants to assist family providers in costs that may not be covered in the URPD funded startup grant.</li> <li>iv. Material Start up Grants <ul style="list-style-type: none"> <li>1. Supported new programs in purchasing materials for their programs</li> <li>2. Available for both Center and Family Child Care</li> </ul> </li> </ul> </li> <li>c. WSU- CAC Marketing <ul style="list-style-type: none"> <li>i. Marketing program <ul style="list-style-type: none"> <li>1. Video is playing in select movie theaters from Oct. 2021- Feb. 2022</li> <li>2. Childcare is a need so start a new child care or join the Early Childhood Bill.</li> <li>3. Video can be found in the Power Point on the Public Notice 01.11.2023 Meeting Materials.</li> </ul> </li> </ul> </li> </ul>	
Stabilization Grant Update	<p>Stabilization Grant- Kathy Randle</p> <ul style="list-style-type: none"> <li>a. Issued \$208,045,445.00 from January 2022- January 2023.</li> <li>b. 74.9 percent has been disbursed to the Centers.</li> <li>c. 575 applications from Licensed Family.</li> <li>d. We still have the intent to continue Stabilization Grants for initial 9 months, the amount will be reassessed in the Spring. Education will be sent out sometime in Spring 2023. Last payment is anticipated to be June 2024.</li> </ul>	
CCQS	<p>CCQS - Karrie Phillips</p> <ul style="list-style-type: none"> <li>a. CCQS Center Data Update <ul style="list-style-type: none"> <li>i. 27 percent of all centers are participating in CCQS</li> <li>ii. We have had an increase since January 2022</li> </ul> </li> <li>b. FCC Data Update <ul style="list-style-type: none"> <li>i. 6.8 percent of all FCC providers are participating in CCQS</li> </ul> </li> <li>c. CCQS Provider Support</li> </ul>	

	<ul style="list-style-type: none"> <li>i. Currently 14 center-based programs are participating in the Intensive Coaching Program. Coaching based on goals and CCQS frameworks to get to high quality. <ul style="list-style-type: none"> <li>1. The January application period is open until January 17 for eligible center and family providers. 14 center and 21 family child care programs are eligible to apply. Programs will be notified the first of February if they were selected.</li> </ul> </li> </ul>	
Professional Development Update	<p>Professional Development- Heather Thomas</p> <p>a. Career Ladder Level 1- Healthy care- 10 Clock Hours</p> <ul style="list-style-type: none"> <li>1. Covers “Safe and Healthy Learning Environment” CDA Subject Area</li> <li>2. Avoids teaching specific Child Care Licensing rules</li> <li>3. Addresses health and wellness topics more generally for both the children and the teacher/caregiver, including a focus on mental health</li> </ul> <p>ii. Career Ladder Level 2-3 – Looking to Learn – 10 Clock Hours</p> <ul style="list-style-type: none"> <li>1. Covers “Observation and Assessment” CDA Subject Area</li> <li>2. Collaborated with The Children’s Center to rewrite this course</li> <li>3. Multiple sessions cover the topic of addressing challenging behaviors</li> <li>4. Will be piloted in March 2023</li> </ul> <p>b. Early EdU Update</p> <ul style="list-style-type: none"> <li>i. Collaboration with The State Board of Education, Head Start, and other institutes with higher education to offer courses online affordable and accessible, credit bearing courses.</li> <li>ii. Two courses will be available. <ul style="list-style-type: none"> <li>1. Spring 2023 Semester <ul style="list-style-type: none"> <li>a. Child Development and Brain Building (19 students)</li> <li>b. Positive Behavioral Support for Young Children (15 students)</li> </ul> </li> <li>2. Child Development and Brain Building Update <ul style="list-style-type: none"> <li>a. Ages 0-12 Revision and Articulation Efforts</li> </ul> </li> </ul> </li> </ul> <p>c. OCC Advisory Professional Development Subcommittee Update</p> <ul style="list-style-type: none"> <li>i. Looked into future professional opportunities. <ul style="list-style-type: none"> <li>1. Affordable online career ladder course opportunities.</li> <li>2. Distance education opportunities for people in rural areas.</li> </ul> </li> <li>ii. 75 percent Care About Childcare courses offered virtually, for five dollars per course across the state.</li> <li>iii. eLearning subscriptions annual subscriptions for free.</li> <li>iv. Contract with Salt Lake Community College for business specific courses. <ul style="list-style-type: none"> <li>1. Specific to care type home and center based.</li> </ul> </li> <li>v. Consulting to assist providers when navigating professional development. <ul style="list-style-type: none"> <li>1. Serving as advisors</li> </ul> </li> </ul>	

	<p>2. Helping navigate career training options</p> <p>vi. Incorporate coaching into career ladder training</p> <ol style="list-style-type: none"> <li>1. Professional learning communities</li> </ol> <p>vii. The State Legislature provided the Office of Child Care a list of some priorities to look at on how we would use our stimulus funding.</p> <ol style="list-style-type: none"> <li>1. Registered Apprenticeships <ol style="list-style-type: none"> <li>a. Five components of a <ol style="list-style-type: none"> <li>i. A recognized credential attached to it.</li> <li>ii. Related instruction, 144 hours of training.</li> <li>iii. Structured on the job training, and work hours.</li> <li>iv. Employer involvement.</li> <li>v. Rewards for skills gained.</li> </ol> </li> <li>b. Discussing <ol style="list-style-type: none"> <li>i. Possibly piloting CDA. <ol style="list-style-type: none"> <li>1. Anna Thomas had mentioned doing a paid apprenticeship. Page Checketts also mentioned private funding for example Hope core. Johnny Anderson expressed biggest concern is find out what it is for (management or provider) and suggested to possibly find an additional training federal fund. Heather Thomas also explain apprenticeship would be around one year or more to meet requirements. Another concern was the turnover rate for the apprenticeship and time spent on the job. Heather Thomas also explained it is meant to build the person up and provide high quality of care.</li> <li>2. We have several things that make up an apprenticeship.</li> <li>3. What other opportunities do we have. <ol style="list-style-type: none"> <li>a. Family Child Care should be a focus in rural areas.</li> <li>b. Relationship based networking and training.</li> <li>c. CDA cohorts.</li> </ol> </li> </ol> </li> </ol> </li> </ol> </li></ol>	
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**School  
Readiness  
Update**

**School Readiness and Out of School Time- Megan Vlaming**

- a. School Readiness Board November Meeting
  - I. Aligned LEA and Private Provider ECERS-3 score of 3.67 with 4.00 in Interactions and Language & Literacy

	<ul style="list-style-type: none"> <li>II. Currently working on new RFGA release for both Becoming High Quality and Expanded Student Access.</li> <li>III. Next School Readiness Board Meeting: March 22, 2023 @ 1pm.</li> </ul> <p>b. OST School Year Programs Update</p> <ul style="list-style-type: none"> <li>I. Have conducted first rounds of site monitoring</li> <li>II. OST team is working on desk audits for all programs</li> <li>III. Anna Thomas expressed concern about decline in mid-year numbers compared to last year. Megan Vlaming informed it is normal for there to be a jump. Anna Thomas asked if there were numbers on un served capacity and if there is growth for youth. Megan Vlaming informed there is a ton of room for growth. We are only serving a little less than one percent of our school age population with our grants. The number one issue is staffing. The funding stream for these are CCDF and TANF.</li> <li>IV. Jumpstart conference <ul style="list-style-type: none"> <li>1. 700 participants attended the November Jumpstart Conference. Recharge coming up virtually that any staff can attend.</li> </ul> </li> </ul>	
Agency Updates	<p>Child Care Licensing- Michele Rice</p> <ul style="list-style-type: none"> <li>a. Both reports can be found at: <a href="https://childcarelicensing.utah.gov/parents-and-public/published-reports/">https://childcarelicensing.utah.gov/parents-and-public/published-reports/</a></li> <li>b. They are generated around the 15<sup>th</sup> of each month.</li> <li>c. They have three years of reporting.</li> <li>d. All the numbers are within the report to view.</li> </ul> <p>USBE - Jared Lisonbee</p> <ul style="list-style-type: none"> <li>a. CACFP <ul style="list-style-type: none"> <li>I. Upcoming “Power Hour” trainings <ul style="list-style-type: none"> <li>1. March 1<sup>st</sup>: Meal Patterns &amp; Infant Meal Patterns.</li> <li>2. April 27<sup>th</sup>: <a href="#">Healthier CACFP</a> and Farm to ECE.</li> <li>3. May 4<sup>th</sup>: CACFP Basic Training (in person @USBE).</li> <li>4. July 19<sup>th</sup>: Annual Contract Renewal.</li> </ul> </li> <li>II. Registration Link: <a href="https://www.eventbrite.com/o/utah-state-board-of-education-child-nutrition-programs-8086295595">https://www.eventbrite.com/o/utah-state-board-of-education-child-nutrition-programs-8086295595</a></li> <li>III. Anna Thomas had a question about an enrollment management system for CACFP where they can submit electronically. Jared Lisonbee does not know of any system but will check.</li> </ul> </li> <li>b. After School Programs <ul style="list-style-type: none"> <li>I. Staffing update: Savannah is the new grant specialist.</li> </ul> </li> <li>c. Preschool Updates <ul style="list-style-type: none"> <li>I. Behavioral Support Professional Learning</li> </ul> </li> </ul>	

	<p>1. Coming in April (dates, times, and delivery mode will be forthcoming).</p> <p>2. Focus on providing supports for children showing challenging behaviors.</p> <p>II. Tomorrow's Hope Virtual Film Screening</p> <p>1. Wednesday, April 5<sup>th</sup> (Week of the Young Child).</p> <p>III. Curriculum Review</p> <p>1. Review early learning curriculum.</p> <p>I. We want to take feedback on what they evaluate.</p> <p>II. Credentials would be people that are working with the students. (Staff, Coaches, etc.)</p> <p>III. This will probably be a two-week window to go over curriculum materials then to go over feedback.</p> <p>IV. This will continue as new curriculum becomes available.</p> <p>2. Seeking curriculum reviewers—if interested, contact Jared Lisonbee (<a href="mailto:jared.Lisonbee@schools.Utah.gov">jared.Lisonbee@schools.Utah.gov</a>)</p>	
Other Business	<p>Advisory Committee Term Update – Rebecca Banner</p> <p>a. Two thirds of the board have terms that will be expiring in July.</p> <p>Utah Early Childhood conference will be held on March 17<sup>th</sup> – 18<sup>th</sup> and early bird registration is available.</p> <p>Christen Schulz-</p> <p>Will there be a form for families for self-certification when they have self-employment income?</p> <p>I. Rebecca Banner stated that the self-employment ledger would be the form for self-certification.</p> <p>Can the child care licensing report provide details on age county and capacity data?</p> <p>Sarah Atherton stated that their reporting does not provide the capacity by age as providers have flexibility to make changes according to their business need. Sebastian Moncada asked if there are any openings on the committee.-</p> <p>Rebecca Banner stated that there are no current openings but some terms are ending soon and if you are interested in being considered, send your resume to the Office of Child Care.</p>	Rebecca Banner or Ashley Trujillo will reach out to the individuals where their terms are ending.
Adjournment	<p><b><u>Upcoming Meeting:</u></b></p> <p>Wednesday, March 8, 2022 ~ 1:00 pm – 3:00 pm</p>	Rhonda Dossett called for a motion to adjourn. Page Checketts

		motioned. Anna Thomas seconded. Meeting adjourned.
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