

**Office of Child Care Advisory Committee**

Via Zoom Link;

<https://utah-gov.zoom.us/j/81550686871>

Meeting ID: 815 5068 6871

Meeting Minutes

Committee: Rhonda Dossett, Rebecca Banner, Alberta Loosle, Anna Thomas, Ben Tretelman, Christie Cole, Crystal Knippers, Elizabeth Garbe, Holly Kingston, Christina Barrera for Jared Lisonbee, Jodi Zabriskie, Shauna Kendall for Johnny Anderson, Simon Bolivar, Page Checketts.

Excused/Absent: Tina Persels, Katie Ricord, Ana Cuenca, David Alsop, Kyla Clark.

Interested Parties and Guests: Ashley Trujillo, Heather Thomas, Catherine Ruetschlin, JoEllen Robbins, Heather Valentine, Megan Vlaming, Kathy Randle, Joyce Hasting, Jenna Williams, Samantha, Adam Snow, Michele Rice, Kristen Schulz, Deborah, Lauren Fredman, Haley Bemis, Kim Melville, Christie Cole, Chelsea Oaks, colin Crebs, Jenna Williams, Karrie Phillips, Hillary Christensen, Annice Smith, Ann Kingston.

Agenda Item	Discussion	Recommendations/Actions
Welcome	<ul style="list-style-type: none">I. Rhonda Dossett welcomed the Committee and called for attendance.II. Approval of 3/8/2023 meeting minutes.	Rhonda Dossett called for a motion to approve the minutes. Anna Thomas motioned. Elizabeth Garbe seconded. The motion was carried unanimously. Minutes approved.
OCC Director's Update	<p>OCC Staff Update -Rebecca Banner</p> <ul style="list-style-type: none">I. Rebecca announced OCC Staffing changes.<ul style="list-style-type: none">a. Adam Snow is the new Head Start Collaboration Office Director.b. Hillary Christensen is the new Program Specialist.c. Jennifer Floyd has accepted a new position with the Department of Health and Human Services. Lam Nguyen will be the new Developmental Screening Project Coordinator.II. Rebecca Banner announced the following members of the Advisory Committee will not be returning for another term and thanked them for their service.<ul style="list-style-type: none">a. Anna Thomasb. Crystal Knippersc. David Alsopd. Elizabeth Garbee. Kyla Clarkf. Tina Persels	

	<p>III. Rebecca Banner announced we have received several resumes and interest in some vacant committee positions. We are still in need of the following slots.</p> <ol style="list-style-type: none"> Corporate Community Representative Parent representing a household receiving a child care subsidy. <p>If you or know someone interested in one of the vacant slots please send your resume and letter of interest to atrujillo1@utah.gov.</p> <p>IV. Rebecca Banner announced today is Rhonda Dossett's last meeting as the Chair of the OCC Advisory Committee. A new chair will be appointed for the next meeting.</p>	
2024 Market Rate Study	<p>Catherine Ruetschlin PhD</p> <p>I. If you have any questions or comments please contact Catherine Ruetschlin at Catherine.ruetschlin@economics.utah.edu</p> <p>II. Market Rate Study and Cost Analysis</p> <ol style="list-style-type: none"> In addition to a market rate analysis, CCDF requires an analysis for the cost of supplying childcare. The purpose is to narrow the gap of the payments the providers receive vs what the cost of providing care in order to insure the market is sustainable. States have the option to fully replace the Market Rate Study with the Cost of Care Analysis. In 2024 Utah will produce both a Market Rate Analysis and a Cost of Care Analysis. Conducting both studies will give a fuller vision of the pressures of the child care market and also give the Office of Child Care help with allocation setting. Both studies have their own requirements. If you would like to see these requirements please go to https://www.utah.gov/pmn/files/951825.pdf <p>III. 2024 Reporting Timeline</p> <ol style="list-style-type: none"> Submit any feedback for the reporting through August 2023 	

	<ul style="list-style-type: none"> b. The report will be available in the near future. <p>IV. Proposed Updates to 2021 Market Rate Study</p> <ul style="list-style-type: none"> a. The Care About Child Care website collects most requirements needed to collect the data. b. Replace market Rate Survey with expanded CAC data. <ul style="list-style-type: none"> i. To meet ACF guidelines, CAC data will be adjusted to include additional elements. ii. OCC will add the desired operation capacity, staff to student ratios, questions about subsidy rate acceptance, and registration fees. iii. Adding information will give assurance of a high response rate for the survey. This will require followup on people who have not completed the survey. c. Replace Narrow Cost Analysis with Cost Model <ul style="list-style-type: none"> i. The cost model gives a big picture view ii. Based on information from the Market Rate Survey. d. To see additional information on proposed updates please go to https://www.utah.gov/pmn/files/951825.pdf <p>V. Incorporating Cost Model Feedback from March Meeting.</p> <ul style="list-style-type: none"> a. Added estimates for family care that changed under 2022 House Bill 15. b. Included Enhanced Subsidy Grants in comparison of costs of prices for high quality-rated providers. <p>VI. Requesting Comments on cost Model For Use in 2024</p> <ul style="list-style-type: none"> a. Feedback will help improve the model. such as: <ul style="list-style-type: none"> i. age of child. ii. classroom/group size. 	
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	<ul style="list-style-type: none"> iii. staffing patterns, teachers, administrators, support. iv. revenue sources. v. wage of owner provider and license cost. vi. cost of interviews, background check. vii. true cost of care of wages. <p>VII. 2022 Wage Data from the Bureau of Labor Statistics.</p> <ul style="list-style-type: none"> a. The 2024 model will use updated wage information and information from the Workforce Bonus survey conducted by the Office of Child Care. b. The 2022 wage data provided includes information from May of 2022 as reported to the Bureau of Labor Statistics without information on the Workforce Bonus survey. 	
Covid Funding Update	<p>Rebecca Banner</p> <ul style="list-style-type: none"> I. As of September of 2023, we have obligated all of the COVID relief funding. II. Any unspent CRSA funding will be transferred to the Stabilization grant to spend. III. Regional grants will be extended through ARPA discretionary funding. This will run from July 2023-June 2024. 	
CAC Regional Highlight	<p>Joyce Hasting</p> <ul style="list-style-type: none"> I. Update on how Stabilization Grant was spent. <ul style="list-style-type: none"> a. Cohorts <ul style="list-style-type: none"> i. Business cohorts for: <ol style="list-style-type: none"> 1. families 2. administrators 3. Centers 4. Spanish Speaking <ul style="list-style-type: none"> a. The Spanish speaking Cohort has been dissolved due to low attendance. ii. 13 participants for centers and 6 have graduated. 	

	<ul style="list-style-type: none"> iii. 11 families have participated and 9 have completed. b. Start-up and recruitment grants <ul style="list-style-type: none"> i. FFN and RC to be licensed. <ul style="list-style-type: none"> 1. 20 were interested in it but then found out they do not meet some of the requirements. ii. New Center Programs <ul style="list-style-type: none"> 1. 14 were interested and 5 of the centers are now licensed. 2. 3. Working on 2 in Summit County. c. Town Halls <ul style="list-style-type: none"> i. Summit <ul style="list-style-type: none"> 1. 3 providers attend. ii. Juab <ul style="list-style-type: none"> 1. 2 providers attend. iii. Wasatch <ul style="list-style-type: none"> 1. Is scheduled for May 15, 2023. d. Nature Explore Workshops <ul style="list-style-type: none"> i. Was held in February 2023. ii. 58 registered and 26 attended. <p>II. Updates</p> <ul style="list-style-type: none"> a. Moving office location in June and will be reopening in August. b. CDA cohort has 60 participants. 	
Stabilization Grant Update	<p>Stabilization Grant- Rebecca Banner</p> <p>I. Grant wind down</p> <ul style="list-style-type: none"> a. The option selected was to keep the grants full with a reduction of monthly grant payments beginning October 2023.. <ul style="list-style-type: none"> i. The grants will remain at the current rate from July - September 2023. ii. The grant amounts will be reduced 75%, meaning it will be 25% of the current rate from October 2023 - March 2024. 	

	<ul style="list-style-type: none"> iii. The grant amounts will be reduced again April- June 2024, but the percentage will be announced at a later time. All amounts dependent on ARPA discretionary fund availability. b. Eligibility criterias remain the same 	
CCQS	<p>CCQS – JoEllen Robins</p> <ul style="list-style-type: none"> I. Comparative Center Data <ul style="list-style-type: none"> a. We are still seeing increases and seeing programs go into high quality. II. Family Child Care Data <ul style="list-style-type: none"> a. We don't have comparative data. III. Utah's Child Care Quality System Support <ul style="list-style-type: none"> b. 2 CCQS program specialists will be working on CCQS general support. c. CCQS Cohort <ul style="list-style-type: none"> i. There will be 2 Cohorts <ul style="list-style-type: none"> a. 1 center based b. 1 family based cohort 2. You do not have a rating to go and open to anyone. d. Peer Learning <ul style="list-style-type: none"> i. Support programs with observation feedback and goal setting. ii. Peer learning will be 6 months each. e. Technical Assistance & Support <ul style="list-style-type: none"> i. Intensive coaching using practice based coaching to help programs develop sustainable practices. f. Intensive Coaching <ul style="list-style-type: none"> i. Starting in July 2023 and again in January 2024. g. Continuous Improvement <ul style="list-style-type: none"> i. Something to help programs stay high quality and would not be in a grant. This will be a support program. 	

	<p>II. CCQS Subcommittee Survey Results: https://www.utah.gov/pmn/files/951827.pdf</p>	
Professional Development Update	<p>Heather Valentine</p> <p>I. CAC Courses</p> <ul style="list-style-type: none"> a. Foundational Theories of Child Development will be piloted summer 2023. <p>II. Other Contracted Courses</p> <ul style="list-style-type: none"> a. SLCC is developing two new courses. <ul style="list-style-type: none"> i. Child Care Budgeting ii. Child Care Leadership Development <p>III. New Program Specialist</p> <ul style="list-style-type: none"> a. Hillary Christensen will work on a refresh of emergency preparedness course. <p>IV. CAC Course trailers</p> <ul style="list-style-type: none"> a. https://www.youtube.com/playlist?list=PLC7xoL4RFgn-c8I7POLv5wu7WyiH8Us-p <p>V. Summer Semester</p> <ul style="list-style-type: none"> a. Early EdU course 	
Subsidy Update	<p>Heather Thomas</p> <p>I. Policy Changes Effective July 1, 2023</p> <ul style="list-style-type: none"> a. New Attendance System <ul style="list-style-type: none"> i. There is a requirement for licensed and family providers with subsidy to keep attendance records for 3 years. ii. Make records available to DWS upon request. iii. Arise system will be available for those who do not have an electronic system of their own. b. Full 12 Month Eligibility <ul style="list-style-type: none"> i. Changes made to 12 month eligibility to ensure children receive the full 12 months of eligibilityPartial months approved for initial eligibility will not be included in the 12 month lock in period. 	

	<p>c. Minimum 8-hour monthly attendance requirement.</p> <ul style="list-style-type: none"> i. On July 1, 2023, per Utah rule we are returning to paying by attendance. ii. All children will need to attend at least 8 hours a month to receive childcare assistance. iii. Both providers and parents are to report any changes within 10 days. iv. Webinar will be provided to providers in June to go over changes. 	
Agency Updates	<p>Child Care Licensing- Simon Bolivar</p> <ul style="list-style-type: none"> I. New Child Care Provider Licensing Committee <ul style="list-style-type: none"> a. First committee will meet on May 25, 2023. b. For more information on the new committee please go to https://www.utah.gov/pmn/files/951825.pdf. <p>USBE- Cristina Barrera</p> <ul style="list-style-type: none"> II. Preschool <ul style="list-style-type: none"> a. New English Language Arts Course has been approved. b. PEEP Exit Testing Window <ul style="list-style-type: none"> i. Testing must be completed during the last 4 weeks of school. c. Save the Date <ul style="list-style-type: none"> i. Utah Preschool Conference December 1, 2023. The location is TBD. III. Child and Adult Care Food Program <ul style="list-style-type: none"> a. Income Eligibility information is updated for FY24. IV. CACFP <ul style="list-style-type: none"> a. USBE and CACFP now have a data sharing interface with licensing. V. After School Programs <ul style="list-style-type: none"> a. Budget narratives are due May 26 for the 21st Century Community Learning Centers Grant. 	

Other Business	<p>Binders- Rebecca Banner</p> <p>I. Asked if the board would be open to going electronic for Advisory Committee Meeting Materials.</p> <p>a. Everyone agreed to go electronic. Going forward all materials for meetings will be distributed electronically to board members.</p> <p>Public Comment-</p> <p>I. What changes do you anticipate will be made to the child care subsidy program as a result of President Biden's Executive Order on Increasing Access to High-Quality Care and Supporting Caregivers issued on April 18, 2022? In particular, the directives in section 3(ii)(C)(iii)(b)(i) to pursue policies to: (1) reduce child care costs for families benefiting from CCDF and (2) identifying potential opportunities to reduce barriers to eligibility for CCDF?</p> <p>a. Rebecca Banner answered that she does not have an answer at this time as OCC has not received guidance from our federal office, but will address in the future.</p>	
Adjournment	<p><u>Upcoming Meeting:</u> Wednesday, July 12, 2023 ~ 1:00 pm – 3:00 pm</p>	<p>Rhonda Dossett called for a motion to adjourn. Holy Kingston motioned. Cristina Barrera seconded. The motion was carried unanimously. Meeting adjourned.</p>