

**Committee Attendees:**

Johnny Anderson  
Simon Bolivar  
Rhonda Dosset  
Teresa Oster  
Katie Ricord  
Kelly Riding  
Leah Schilling  
Amy Ahrens Terpstra  
Anna Thomas

**Support Staff:**

Tracy Gruber  
KC Hutton  
Kathy Link  
Kim Melville  
Nune Phillips  
JoEllen Robbins  
Ann Stockham-Mejia  
Heather Thomas

**I. Welcome**

Katie Ricord motioned to approve the minutes. Simon Bolivar pointed out a few typing errors which were corrected. All approved the minutes as corrected.

**II. Agency Reports**

Early Childhood Utah reported that ECU completed its strategic plan which includes 3 priority areas to be addressed over the next 3 years –

- Reorganizing and structuring ECU to ensure we are structured to execute the strategies in place and the priorities we have identified.
- Focus on unifying the early childhood system using the Advisory Council as a way to come up with a clear definition of terms that are used in early childhood language standards.
- Working on identifying the work that needs to be done to coordinate and collaborate the early child system.

**III. OCC Director Report – Tracy Gruber**

New Office of Child Care Staff were introduced the members and include:

Parent Advisory Group - OCC is evaluating the feasibility of establishing a parent advisory group, to the extent that we would like to have the parent voice. Members suggested that the Care About Childcare Agencies discuss establishing this at the local level.

State Plan – The OCC State Plan was submitted to the Federal Office of Child Care at the end of August. The plan is the Utah grant application to the federal Office of Child Care and only reflects activities in which OCC is currently engaged. We will be notified if there are any substantial amendments, which are up to the state’s discretion, before they are implemented.

The plan can be found at [jobs.utah.gov/occ](http://jobs.utah.gov/occ). Tracy acknowledged and thanked Ann Stockham-Mejia for all her efforts on the plan.

Legislative Work Group on Early Childhood – Meetings of this group have been held over the summer. As of now, nothing concrete has been developed. Updates will be provided as things move forward.

Preschool Development Grant – The Federal Office of Childcare, in partnership with the US Department of Education, released the Pre-School Development Grant on September 7; this is a repeat of what was released in 2014 but with dramatic changes. The OCC has 2 staff members, KC Hutton and Nune Phillips, who are assigned to look at the grant, bring together the parties, get it written and then submitted by November 6. The OCC is taking the lead on the application but not all the coordination has to happen in the OCC.

#### **IV. CCQS Development – Kathy Link**

Kathy provided an update on the progress of the Child Care Quality System. The updated included:

- “Certified Ratings”: This applies to programs that request a rating from the Office of Child Care. Programs that do not request a rating but do accept child care subsidy payments will receive a rating of “Foundation of Quality,” but it will not be a certified rating. Certified ratings will allow programs to apply for support from the Office of Child Care to improve the ratings, as well as resources for components such as professional development. All center providers who have a license in good standing and are DWS eligible on October 1 will receive a rating. We are required to publish that rating and our place to publish those are in CAC. Everyone else – if they go through a process right now, would have a certified rating.
- Once a provider is rated during the 12 months, there will be no increase/decrease in rating during that 12 month period. There may be an exception established for programs receiving support from OCC for CCQS.
- Renewal Dates for Pilot Programs: Pilot program participants will have a renewal date that aligns with date pilot programs receive a rating at the end of the pilot. There will be an exception for programs participating in the pilot that end the pilot with a rating of High Quality or High Quality Plus. For those programs, the renewal date will align with the start of CCQS, October 1 each year.
- At the request of providers, OCC will be issuing certificates to programs with the rating so it can be displayed.
- Early Rating Opportunity
  - i. OCC will begin an early rating period to all centers. That period will begin with programs submitting a request to be rated. All licensed centers are being notified of this period between September and November. Programs will need to submit the request to receive a rating in December.
  - ii. For programs that do not elect to participate during the early rating period, the next time to apply for rating will be October 1, 2019.

#### **V. Center Pilot and Family Grant Program – JoEllen Robbins**

CCQS Center Pilot. There are 13 programs participating in the pilot. These programs are across the state representing providers of various sizes and subsidy participating children. OCC staff has provided orientation to participating programs, including introductory visits. Observations will begin after all the introductory visits are complete.

Individuals who are going to be conducting onsite observations for CCQS have begun to receive training from the authors of the observation tool to ensure all anchors of the tool are trained to the requisite level of reliability on the scales. Once anchors are reliable, they are able to train additional observers to the requisite level of reliability.

Family Child Care Project. An overview of the Family Child Care Quality Grant was provided. It was explained that the observation tool for the pilot will be the PICCOLO given that the Family Child Care Environmental Rating Scale revisions have not been completed by the authors.

Discussion occurred around confusion by child care programs between the observation tools, including the ECERS, ITERS, PQA and PICCOLO and the onsite verifications of the Quality Indicators being performed by Child Care Licensing. OCC agreed to produce an educational piece on the difference between the onsite observations and the onsite verification of the Quality Indicators.

## **VI. Quality Program – Ann Stockham-Mejia**

Ann shared data on the child care subsidy program with the Committee. This data included the following:

- Number of Families and Children Receiving Child Care
- Provider Overpayments and Total Debt Owed by Providers
- The Chair requested that the Office of Child Care produce these reports and present them at each OCC Advisory meeting. OCC agreed.
- A request was made to provide information to the Committee on the reasons families stop receiving child care. OCC staff agreed to provide that information at the next meeting.

Ann provided a summary of a recently issued Information Memorandum from the federal Office of Child Care. The IM instructed all states to limit the use of new discretionary funds contained in the Budget Reconciliation Act from Spring 2018. Specifically, the IM stated:

“The instructions provide directions on the requirement that no funds made available in the FY 2018 appropriation may be provided to any child care provider if it has been established that a serious injury or death occurred at the facility as a result of a substantiated health or safety violation.”

OCC is attempting to receive clarification from the Federal Office of Child Care before making any rule changes. Additional information will be provided at the next OCC Advisory meeting.

## **VII. Suspension/Expulsion Work Group – JoEllen Robbins**

JoEllen presented a PowerPoint explaining the progress of the Suspension and Expulsion workgroup. Current OCC policy has not changed and it is unclear whether the federal Office of Child Care will require revisions to OCC’s existing policy.

## **VIII. Subcommittee Reports**

Professional Development Subcommittee. Heather Thomas reported on the progress of the “Freelance Instructor Network.” The network will begin with a pilot. It will allow child care programs to independently contract with instructors to teach Career Ladder approved courses to their employees. Eligible instructors must already be approved to teach Career Ladder courses by Care About Childcare. An update on the progress of the pilot will be provided at the next OCC Advisory meeting.

## **IX. Public Comment**

None Provided

Johnny Anderson motioned to adjourn the meeting. Meeting Adjourned.