



# Office of Child Care Advisory Committee

Wednesday September 11, 2019  
 720 South 200 East, Salt Lake City  
 Conference Room 100  
 1:00 p.m. to 3:00 p.m.

## Meeting Minutes

- Committee:** Rhonda Dossett, Brian Zabriskie for Johnny Anderson, Simon Bolivar, Amy Ahrens Terpstra, Kelly Riding, Katie Ricord, Jessica Smith for Jamie Robinson, Debbie Tilley, Jodi Hansen, Kyla Clark, Jodi Zabriskie, Jamie Robinson, Anna Thomas, Page Checketts, Kelly Riding, Kyla Clark, Encarni Gallardo, Simon Bolivar, Katie Ricord,
- Excused:** Ana Cuenca, Adam Sorenson
- Support Staff:** Tracy Gruber, Kathy Link, Montana Meyers, KC Hutton, Kim Melville, Nune Phillips, JoEllen Robbins, Ann Stockham-Mejia, Heather Thomas, Joice Doramus, Nicole Kerwood, Van Christensen
- Interested Parties & Guests** KC Hutton, Nune Phillips, Kingston Fa, Jamie Bittan, Karrie Phillips, JoEllen Robbins, Tera Facer, Crystal Knippers, Kellie Kohler, Joice Doramus, Lisa McKay, Sue Womack

Agenda Item	Discussion	Recommendations/Actions
Welcome and Introductions	Tracy Gruber welcomed the group and introduced the new Chair, Rhonda Dossett to the Committee. Approval of prior meeting minutes. Ms. Dossett introduced the new members to the board.	Chair, Rhonda Dossett called for a motion to approve the 7/10/2019 minutes. Katie Ricord motioned. Simon Bolivar seconded the motion. Anna Thomas abstained. Motion passed. Minutes approved.
Program Updates	a. Utah State Board. Jamie Robinson said the PEEP (Preschool Entry and Exit Profile) assessment is taking place during the time of this OCC Advisory Committee Meeting. It is for those on the becoming quality or expansion of seat grants. It is only testing 4 year olds entering kindergarten. All data needs to be put into their system by Sept 30, 2019. They are working on Early Childhood Standards, hoping to have it all out by October/Fall 2020.	
Child Care Subsidy Budget	a. Ann Stockham-Mejia indicated parents who apply for child care assistance for this program must meet work requirements. They qualify based off household income. Income group 8 (\$2447-\$2620) is what OCC uses as the eligibility threshold. Income group 1 doesn't have a copayment, regardless of household size as income group 1 represents 100% of the Federal Poverty Level. To support families with income below the poverty limit they would not be assessed a copayment. If a parent has a copayment, it is subtracted from their <a href="#">Maximum Monthly Child Care Payments</a> . Maximum monthly child care payment wage is assessed yearly and will be updated October 1, 2019. They use the most current state income and current Federal Poverty limits that are available.	

In order to pursue education they must meet the minimum work requirements. If they are meeting those work requirements, the Office of Child Care can support them in a two year degree. This is the same for high school students. They refer to the [2017 Child Care Market Rate Study](#) information to establish the payment rates for providers. Depending on the budget they determine rate that is set. [FY 2019-2021 CCDF State Plan](#) is required to submit every three years. Any time a substantial change to the policy is made they are required to update the state plan. Tracy Gruber referred Committee Members with questions regarding the components of the programs to go to that state plan as the first source to go to. The State plan has everything that the Office of Child Care is doing in it. Ms. Stockham Mejia referred to the [2019 Income Eligibility and Co-Payments](#) to when explaining that they can act on positive changes during the 12 month eligibility, such as decreasing their copayment and increase their subsidy payment. Once the 12 month hits, they are up for a review or recertification. In the review month they have to meet all the current policies and guidelines at that time to remain eligible. They will get notice 6 weeks prior to the 12month period is up and will need to complete a review, which they can do electronically. All Providers have access to the provider portal. When they click on their case they can see when their review month is.

- i. Effective October 1, 2019 there will be an increase of infant rates for families using Center and Licensed Family Providers up to 75% of the 2017 Market Rate Study.

Special Needs rates are the same as the infant max rate. If they are special needs and are 5 years old, they can pay up to \$900 and if approved will be at group 16 (85% of the State meeting income) applies to all families with a child that has been approved for special needs child care. They will need a note from their doctor establishing that the child has special child care needs. Once they are approved, not only do they qualify for the higher rate. This includes family child care providers, but it would be the infant rate for the licensed family provider.

- ii. They are also increasing the income eligibility limits up to 60% of the state needing income (currently 56% of the state needed income) at review and exit it will be increasing that to 75% of the state needed income (currently at 70% of the state needed income)

CCDF regulations require that they spend at least 70% of the grant on child care subsidy (direct services). In State Fiscal Year 2019 the monthly average served were 6,347 families and 12,043 children. In State Fiscal Year 2019 the Office of Child Care spent \$63.2 million which is an average monthly payment per household of \$830. For State Fiscal Year 2020 the project to spend \$67.2 million, which is an average monthly payment of \$883. 71% of the funds went to Licensed Centers, 27% went to Licensed Family Care. For those who are getting phone calls from people who are not

	able to find providers, they can contact their local care about child care agency, or they can email occ@utah.gov. Encarni Gallardo is on the board.	
Shared Services Alliance	<p>a. Kathy Link provided an update on the Shared Services Alliance, which is an alliance to help child care providers to reduce expenses. OCC was requested to put some seed funding in, it was approved. They are looking for nonprofit organizations. The RFP is set to be released 9/19/19. They will be sending out proposals, posted publicly. Proposals due 10/11/19. Vendor interviews will be conducted the first week of November. Award notices to be sent November 15, 2019 and a contract in place December 1, 2019. There is a match requirement, the Office of Child Care putting up \$100K for 3 years. After that the nonprofit will need to be self-sufficient. The amount of the match is tied to the amount of dollars that the entity is requesting. (Example: If they request 475, it would be half of that).</p> <p>b. There will be an advisory board for nonprofit (in the RFP as in doc to state purchasing). 501C3 will have and advisory board for shared service alliance with comprised of certain community members with vested members who want to see this succeed. It comes out on 9/19/19. Ms. Link reiterated that this is not intended to be a profit making enterprise. If the nonprofit is making money off of this, then the providers are not saving as much as they could be.</p>	
Director's Updated	<p>a. Discussion re: Child Care Access. Tracy Gruber indicated she is getting in touch with the disability law Center for them to come to a meeting to talk about what the legal obligations are for people caring for young children with special needs, particularly child care providers. They are legally required to care for children with needs, unless there is a reasonable basis for them not to. A concern the Office of Child Care is hearing, is that Child Care providers are indicating they serve children with special needs, the parents go that provider and that provider ends up kicking the child out. Representative Suzanne Harrison has HB333 and they are asking if GoEd would include working family benefits as a requirement to receive those incentives. Another concern the Office of Child Care is hearing, is that there are not enough child care providers in the state as unemployment rate continues to decline. Office of Child Care focuses on low income working parents, but a problem for all parents in the State.</p> <p>b. PDG B-5 Update. The Office of Child Care is managing that grant for state. The Board may be invited to participate in strategic planning meetings with the Sorensen impact center at U of U. They are writing the needs assessment. Another round of funding to be out around September 1, 2019.</p> <p>c. Governor's Early Childhood Commission Update. This commission was created to better align needs. The August meeting was rescheduled to October. The Office of Child has contracted with Karen Peterson, the Governor's Deputy Education Advisor, to do the staffing work. Early Childhood Utah Advisory Committee is responsible for being the advisory body for the Governor's Early Childhood Commission. The PDG is taking first role of getting needs assessment and strategic plan written.</p>	
CCQS Subcommittee	<p>a. Kathy Link stated The Office of Child Care is implementing a Child Care Quality System, effective October 1, 2019. The Subcommittee has been working for 2 years and met on September 5, 2019.</p>	

Report	<p>The first thing they did was an update on the family quality project; the cohort started in July 2019, had observations, receiving coaching &amp; technical assistance. Ms. Link stated they are working on bringing up CCQS for family providers, hopefully October 2020. Certified Quality Rating coming October 1, 2019. Everyone in the pilot will have a score. Programs will be notified of their rating. Ratings will be published October 1, 2019 on the Care about Child Care System. Programs that qualified for the enhanced subsidy grant those payments will go out through the same banking method as subsidy payments, around the second week of October. They will start taking applications for other Center Providers who have not yet applied, October 1, 2019.</p> <p>If a program disagrees with a decision made on their application for certified quality rating, there is an appeals process. The notice of decision will go out around September 20, 2019. If they disagree they will need to submit request for review of scores. The first step is an Internal review conducted within the Office of Child Care, to look specifically at what the program disagreed with. If the Office of Child Care made a mistake they will make that correction right away and send out the new notice with a new rating. If the program still disagrees, they can request a review with the CCQS review committee. The Director of legal division will then review it and make the decision. The appeal needs to be filed within 30 days of the date listed on the notice. All of this is on policy at <a href="http://jobs.utah.gov">jobs.utah.gov</a> at <a href="#">CCQS Review</a>. Programs who are rated high quality or high quality plus will be receiving an enhanced subsidy grant if they watch subsidy children. Programs who don't receive one of those highest ratings will be eligible to apply for support with grant funding from the Office of Child Care. Applications will be accepted January and July of every year.</p>													
CCQS Pilot and Early Ratings Update	<p>a. JoEllen Robbins provided the Early Ratings data. 31% of Licensed Child Care Programs participated in the Early Rating period. 21% of Child Care Programs participating serve less than 10 children covered by child care subsidies. 26% of Children covered by child care subsidies are in programs participating in the early rating period.</p> <table border="1" data-bbox="401 954 1446 1138"> <thead> <tr> <th>Data Collected from March - May</th> <th>Overall Average Score</th> <th>Rooms that met the minimum observation score</th> </tr> </thead> <tbody> <tr> <td>ITERS (185 observations)</td> <td>3.79</td> <td>46%</td> </tr> <tr> <td>ECERS (108 observations)</td> <td>3.63</td> <td>42%</td> </tr> <tr> <td>SAPQA (82 observations)</td> <td>3.64</td> <td>59%</td> </tr> </tbody> </table> <p>The Pilot ended July 31, 2019. Ms. Robbins indicated the aggregate score for the ITERS for all pilot programs at the beginning of the pilot the baseline was 3.22, after 6 months of coaching, was 4.02. 33% of the classrooms hit the high quality score in ITERS at the baseline, after the coaching there were 61%. ECERS aggregated score at the beginning was a 3, after 6 months it went to 3.87. SAPQA aggregate score at the beginning as 3.02, after the 6 months of coaching, it went up to 4.05. 80% of the school age programs ended with a score that would get high quality classroom bonus versus 30% of programs that qualified at the beginning of the baseline.</p>	Data Collected from March - May	Overall Average Score	Rooms that met the minimum observation score	ITERS (185 observations)	3.79	46%	ECERS (108 observations)	3.63	42%	SAPQA (82 observations)	3.64	59%	
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PD Policy	<p>a. KC Hutton gave the Website Update... Currently, the Office of Child Care is working to combine the</p>													

Update	<p>3 sites (jobs.utah.gov site, care about child care website, Utah Registry for professional development) into one site. The system will be built to calculate scores timeline has shifted to December 2019.</p> <p>The Professional Development Subcommittee had a discussion about making policy clearer in the system regarding what classes that are accepted.</p>	
Public Comment	<p>a. Katie Ricord called for presenters for the Annual State Conference, due by November 19, 2019. The Conference is March 27-28, 2019.</p> <p>b. Kelly Riding announced they are having State wide afterschool Jump Start Conference for folks serving school age children November 1-2, 2019 at the Ogden Eccles Conference Center. Also they host a behavior management institute in January and also one in Moab. Also, they will be having Lights on National Advocacy event on October 24, 2019.</p>	
Adjournment		<p>Chair, Rhonda Dossett called for a motion to adjourn. Jody Hanson Called for a motion. Jody Zabriskie seconded the motion. The motion carried unanimously. Meeting adjourned.</p>