

## Niagara Child Care Sector Executive Meeting

Wednesday March 27, 2019 • 9:30 a.m. • ECCDC

**Present:** Kim Cole, Roxane Hendrie, Lorrey Arial Bonilla, Leah Philbrick, Lindsay Milligan, Pam McLean-Stubbs, Angela Carter, Candice Penny, Tracey Murray

**Regrets:** Helene Randle, Debra Harwood, Jackie Kerry, Stacy Wilcox

Item	Discussion	Action	Who
<b>Welcome</b>			
<b>Minute Recorder</b>	<ul style="list-style-type: none"> <li>Julie Thompson, ECCDC</li> </ul>		
<b>1. Welcome</b>			
<b>2. Correspondence</b>			
<b>3. Approval of Minutes – November 20, 2018</b>	<ul style="list-style-type: none"> <li>Approved</li> </ul>		
<b>4. Business Arising from Minutes</b>	<p><b>Top Ten Interview Questions</b></p> <ul style="list-style-type: none"> <li>This was reviewed.</li> </ul>	<ul style="list-style-type: none"> <li>A bulk email will be created to advertise it. It will be added to Facebook. Ensure it is on the website.</li> </ul>	Julie/ Christina
<b>5. New Business</b>	<p><b>Website Stats</b></p> <ul style="list-style-type: none"> <li>These were reviewed</li> </ul> <p><b>Terms of Reference</b></p> <ul style="list-style-type: none"> <li>These were reviewed and changes were made to Vision, Mission, and Commitment on first page. All items on page 2 have changes. There are a couple of additions to Linkages on page 3. Page 4 will not be changed except to add the new Mission.</li> </ul>	<ul style="list-style-type: none"> <li>Julie to make the changes before our next meeting</li> </ul>	Julie

Item	Discussion	Action	Who
<b>5. New Business continued</b>	<p><b>Lockdown Information (Tracey)</b></p> <ul style="list-style-type: none"> <li>Lakeview Daycare had to go on lockdown due to an armed bank robbery nearby. The school didn't inform the daycare about the notification from Niagara Regional Police. A St. Catharines Daycare is working with the NRP about protocol. Once it is worked out, perhaps ECCDC could hold an information session. Darlene Edgar email Kim to say it might be a NCCSE item. Robin Beech from NRP emailed Janet Saunders to say they will add daycares to S.P.E.A.R. as part of a 3-tier plan. Perhaps we should ask Janet Saunders to join us at an upcoming NCCSE meeting to share her experience.</li> </ul>	<ul style="list-style-type: none"> <li>Kim will follow up with Darlene to make sure they have passed on the information to NRP and report back to NCCSE at the next meeting.</li> </ul>	Kim
<b>6. Facebook update</b>	<ul style="list-style-type: none"> <li>No update, Lindsay will add Top Ten Interview Questions and new Mission and Vision</li> </ul>	<ul style="list-style-type: none"> <li>Next meeting – discussion around a new member to update Facebook</li> </ul>	
<b>7. Round Table Updates</b>	<ul style="list-style-type: none"> <li>Lindsay – QCCN training at Niagara College April 1 &amp; 2. Last portion of ASQ training will be held. We are also hosting an information session from the Region about employment opportunities on April 1.</li> <li>Lorrey – Spring esteem is coming out soon. A session that may be of interest - Passing the Torch Succession Planning with Gay Douglas on October 24 from 9:00am-noon with the Executive Director meeting to follow. We are hosting three complimentary workshops in celebration of the ECCDC's 25<sup>th</sup> anniversary. The presenters are all donating their time, which we are very grateful for. 25 Top Forest School Tips is being offered by Rosalind Blauer; Gay Douglas is offering 25 Ways to Boost Your Board; and DSBN and NCDSB are coming together to offer 25 Top Tips for Loose Parts. Cheryl McMillan, the ECCDC's Finance Manager, is retiring in July 2019.</li> </ul>		
<b>8. Next meeting</b>	<ul style="list-style-type: none"> <li>Wednesday May 15, 2019 at 9:30 a.m., ECCDC</li> </ul>	Julie to check room availability	Julie