

## Niagara Child Care Sector Executive Meeting

Tuesday September 18, 2018 • 9:30 a.m. • ECCDC

**Present:** Kim Cole, Helene Randle, Jackie Kerry, Lorrey Arial Bonilla, Debra Harwood, Lindsay Milligan, Pam McLean-Stubbs, Stacy Wilcox, Candice Penny, Roxane Hendrie

**Regrets:** Lorraine Beaudoin, Patricia Couroux, Chelsea Micek, Tracey Murray, Leah Philbrick

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 – Guest Andre LaFlamme, Manager, Public Health</b>	<ul style="list-style-type: none"> <li>Andre visited the meeting today in response to correspondence from NCCSE requesting clarification about staff being asked for drivers' licenses by Public Health Inspectors.</li> <li>Andre explained the request for ID (driver's license) was passed on by their legal department as proof of identity of every person the inspector speaks to. This was done because the inspectors' rotation has changed. There are 30 plus 1 team leader to cover all child cares and restaurants. Staff do not have to show it unless there is a charge pending. The inspector will note that the request was declined. Andre noted that the iPads the inspectors record ID information on are secure. Due to the new rotation different questions may be asked than the usual. Inspector training was done through presentations and shadowing. A list of gaps would be helpful – issues that are common across child cares (i.e. what times to come, when is not a good time).</li> <li>Sandboxes vs. naturalized playgrounds – we are moving toward asking for raking to take place daily (raccoon droppings, cat droppings, needles). You could add daily inspections to the list Kim and Lorrey are compiling so inspectors know what is already done by the child care centre.</li> <li>Cleaning/disinfecting natural products in classroom – sticks, rocks, etc. are fine. If there's an outbreak, get rid of them and collect new ones.</li> <li>Vector borne diseases (caused by insects) – ticks can be brought to the Region for identification. These are at their worst in spring and fall.</li> </ul>	<ul style="list-style-type: none"> <li>Lorrey and Kim will work on a list of possible alternatives to showing drivers' licenses which will include the legal differences between a restaurant and regulated child care. Suggestion to add – could the inspectors simply note that ID was shown but not record the information? It was also noted that some staff don't have driver's licenses, and some aren't RECEs.</li> </ul>	

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<b>1. Welcome – Guest Andre LaFlamme, Manager, Public Health continued</b>	<ul style="list-style-type: none"> <li>• Children &amp; food prep – steer them towards non-hazardous foods like cookies, Jell-O, desserts (raw meat is too dangerous). New food regulations came out July 1, 2018. They are online. Food Premise Reg 493. Recordkeeping of food purchases has changed. Lorrey asked if an email could be sent with a link when new regulations are released and offered to send out through the ECCDC’s database if it would be helpful.</li> <li>• Sanitizers vs. disinfectants – choose sanitizer. High level disinfectant for when there’s an outbreak. Follow manufacturer’s instructions closely.</li> <li>• Compost bins are allowed, be wary of rodents.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	
<b>2. Correspondence</b>	<ul style="list-style-type: none"> <li>• Kim received an email from Patricia Couroux. In future, she will be attending NCCSE meetings in Lorrey’s absence only. Priyanka Tan will email QCCN updates to Lorrey and Lorrey will share them at our meetings.</li> </ul>		
<b>3. Approval of Minutes – June 5, 2018</b>	<ul style="list-style-type: none"> <li>• Approved</li> </ul>		
<b>4. Business Arising from Minutes</b>	<p><b>CPL Peer to Peer session</b></p> <ul style="list-style-type: none"> <li>• Small group met Helen and Kim will be briefly speaking. Group conversations will take place during the bulk of the evening. Other NCCSE members will be table facilitators. We have 28 registered for the October 2 session and 13 for the November 1 session. Both sessions will take place from 6:30-8:30pm. Helene created a tip sheet and PowerPoint for the sessions. There are 10 tips; Helene and Kim will split them.</li> </ul> <p><b>Top 3 interview questions</b></p> <ul style="list-style-type: none"> <li>• Google doc – need to refine the document, perhaps have a smaller group meeting?</li> </ul> <p><b>Terms of Reference</b></p> <ul style="list-style-type: none"> <li>• Last reviewed in 2013. Perhaps we can share input through Google docs.</li> </ul>	<ul style="list-style-type: none"> <li>• Lorrey will check on Francophone numbers. Lindsay will add the sessions to Facebook. Candice will do the thank you. Julie will have a look at the formatting on the tip sheet &amp; PowerPoint</li> <li>• Pam, Jackie and Candice will review it and send to all for comments.</li> <li>• Julie to email Lindsay the TOR in Word.</li> </ul>	<p>Lorrey, Lindsay, Candice, Julie</p> <p>Pam, Jackie, Candice</p> <p>Julie</p>

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5. <b>New Business</b>	<ul style="list-style-type: none"> <li>• <b>School Board Meeting Request</b> – discussion around shared space in schools. Kim met with Darlene Edgar. Suggested to have a meeting between school board, child cares and Children’s Services. Hosted by Region or NCCSE? Consistent messaging needs to occur between school boards and teachers. Niagara Region should address with principles and superintendents. Perhaps messaging should happen at beginning of year about shared space? Expectations outlined. Decision-making chart. Complaint process is to meet with the principle or superintendent. Perhaps a letter from the Region (i.e. documentation showing) in response to community meeting to school boards?</li> </ul>	<ul style="list-style-type: none"> <li>• Kim will call Darlene about letter and who it will come from.</li> </ul>	Kim
6. <b>Facebook update</b>	None		
7. <b>Round Table Updates</b>	<ul style="list-style-type: none"> <li>• Stacy – SEESAW Niagara is in phase 2. Planning events for late October.</li> <li>• Debra – internship for Brock students. 36 hours. Debra maintains lists. 70% of students are doing them outside Niagara.</li> <li>• Lorrey – website stats handout shared. We don’t have the capacity right now to determine how much time is spent on each page. Fall esteem has gone out. We are excited to host Clare Warden.</li> <li>• AOE – Niagara College has committed to a \$100 gift certificate annually to Benchmark for the NCCSE award winner.</li> </ul>	<ul style="list-style-type: none"> <li>• Lorrey to speak to Darlene to see if there’s a work-around.</li> <li>• Kim and Jackie will announce award at this year’s AOE.</li> </ul>	Lorrey
8. <b>Next meeting</b>	<ul style="list-style-type: none"> <li>• Tuesday November 20, 2018 at 9:30 a.m., ECCDC</li> </ul>	Julie to check room availability	Julie