

**Niagara Child Care Sector Executive Meeting**  
 Tuesday May 20, 2014 • 9:00 a.m. • ECCDC, Niagara Room

**Present:** Kim Cole, Lorrey Ariel Bonilla, Jackie Kerry, Helene Randle, Lindsay Milligan, Patricia Couroux

**Regrets:** Debra Harwood, Mary Louise Vanderlee, Sandra Noel, Judy Bonsignore, Christina Clark

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. Approval of Minutes – March 18, 2014</b>	<ul style="list-style-type: none"> <li>Minutes approved, no changes</li> </ul>		
<b>2. Business Arising from Minutes</b>	<p><b>NCCSE Facebook page (Lindsay)</b></p> <ul style="list-style-type: none"> <li>Lindsay has started it, has some questions – logo, link to web page, contact info, gaining access to photos from events (community meetings), take turns monitoring page.</li> <li>ECCDC provided their Facebook policies. Will go with a September launch date and link the survey to it.</li> </ul> <p><b>Training Plan Sub-committee (Lorrey, Pat, Kim, Helene)</b></p> <ul style="list-style-type: none"> <li>Training plan for ECEs when the Continuous Professional Learning Plan is launched.</li> <li>Sub-committee has completely changed direction. Had originally thought it would be prescriptive with foundational pieces (1-5); building blocks (6+); and stepping stones (12+) along with having a list of recommended sessions. Then changed direction to a preamble about career path planning – something like Top 10 Tips for Career Path Planning. This could include testimonials/advice from various professionals in the field at different stages in their careers. Preamble could go in their binders. Could be distributed at NCCSE community meetings, PD sessions, in ECCDC membership packages, Region consultations, Lindsay could bring to Niagara College. Committee members in attendance liked the less prescriptive option.</li> </ul>	<ul style="list-style-type: none"> <li>Next meeting – will have a skeleton up of it to get a feel, then can fill in information, also roles and responsibilities</li> <li>Lorrey to bring a hard copy to the next meeting. Email to Jackie &amp; Lindsay for feedback as they were in on this discussion.</li> </ul>	<p>Lindsay</p> <p>Lorrey</p>

Item	Discussion	Action	Who
<b>2. Business Arising from Minutes continued</b>	<ul style="list-style-type: none"> <li>NCCSE Marketing Kit</li> <li>Following items have been added: name badges, camera, laminated checklist. Consent for photos to be online – build into intros.</li> </ul>		
<b>3. Correspondence</b>	<ul style="list-style-type: none"> <li>Kim read a letter from Christina Clark stating that she could no longer participate on the NCCSE committee. Kim emailed Christina to ask for a recommendation for a Francophone representative. As of the meeting date, Kim had not heard back from Christina.</li> <li>Suggestions from committee members in attendance: Tammy LeBlanc (Kim wasn't sure but believe she sits on Children Are Learning pillar – Kim will check); Arlene Garand, College Boreal (sits at a lot of community tables – Lindsay will have a conversation with Arlene); Speech Services Niagara has a new Francophone staff member; Joanne Desormiers from Francophone Supervisors Network.</li> <li>It was suggested that the committee get in touch via letter to the Chair of the Francophone Advisory Committee before the above persons are contacted.</li> </ul>	<ul style="list-style-type: none"> <li>Kim will send letter</li> </ul>	<p>Kim</p>
<b>4. Workplan</b>	<ul style="list-style-type: none"> <li>Keep on agenda. Deferred until September for September 2014 – June 2015</li> </ul>		
<b>5. Round Table</b>	<p><b>Niagara Children's Planning Council Pillars</b></p> <ul style="list-style-type: none"> <li>Children Are Healthy - Helene is the Sector rep – there is a meeting tomorrow.</li> <li>Children Are Learning - there's a full-day meeting Friday June 13 at the Holiday Inn from 9:00-3:30. The morning is a regular meeting, afternoon all pillars are presenting</li> <li>The Executive meeting is this afternoon</li> <li>Families are Strong, Stable &amp; Connected – Lorrey reps for the ECCDC, Pat used to represent sector.</li> <li>Children Are Safe – Lorrey reps for Sector</li> </ul>	<ul style="list-style-type: none"> <li>Kim will ask committee if they have interest</li> </ul>	<p>Kim</p>

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<b>5. Round Table continued</b>	<p><b>Lorrey</b></p> <ul style="list-style-type: none"> <li>Some upcoming sessions the ECCDC is offering that you may be interested in: ONCA (Ontario Not For Profit Corporations Act) which reviews changes to the legislation; and the new Anti-Spam Legislation – Friday June 20, from 9:00-10:30 a.m. and 11:00 a.m. - 12:30 p.m. respectively. Learning Stories with Lorrie Baird, May 31 – 70 participants registered to date. Loose Parts with Cindy Green June 11 (for those working with preschoolers). In the fall will be another session for those working with school-age children.</li> </ul> <p><b>Lindsay</b></p> <ul style="list-style-type: none"> <li>Completed changes in curriculum offered to students, changes in students’ hours, and course names. This will be effective next September. There are also new field placement evaluations.</li> </ul>		
<b>6. Marketing Sub-committee</b>	<ul style="list-style-type: none"> <li>No report. Plans are in place for further marketing materials, if needed.</li> </ul>		
<b>7. Survey Sub-committee</b>	<ul style="list-style-type: none"> <li>Survey is basically ready to go, will be using the ECCDC’s FluidSurveys account.</li> </ul>	<ul style="list-style-type: none"> <li>Lindsay will email the survey to Julie, who will work on getting it online.</li> </ul>	Lindsay/ Julie
<b>8. Website Stats</b>	<ul style="list-style-type: none"> <li>Lorrey brought website stats handouts for the NCCSE web page for January-December 2013 and January-May 14, 2014. In 2013, the year to date totals for views was 1,470. In 2014, the year to date totals up to May 2014 was 1,690.</li> </ul>		
<b>9. New Business</b>	<p><b>Kiwanis Child Find Kits</b></p> <ul style="list-style-type: none"> <li>Kiwanis was contacted by the Canadian Centre for Missing Children and in turn wanted to determine if distributing the kits to Niagara’s licensed child care centres would be worthwhile. They would invest approximately \$12,000 to purchase and mail the kits (\$2 each).</li> <li>Lorrey brought a sample of the kits, which include a colouring book for children and book for parents/guardians which includes space for children’s fingerprints and a spot for a photo.</li> </ul>	<ul style="list-style-type: none"> <li>Overall, committee members in attendance liked the kits and thought they would be valuable – it has been a few years since anyone has seen these distributed. Lorrey will speak with the Kiwanis Clubs.</li> </ul>	

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<b>9. New Business continued</b>	<p><b>Natural Playgrounds</b></p> <ul style="list-style-type: none"> <li>Region requested a template be created. Lorrey suggested striking a group to discuss what would be needed. She thought the ECCDC's Program Consultant would like to participate and thought Patricia would bring a good perspective as QCCN Consultant. She asked if any committee members would be interested in participating. Kim indicated interest.</li> </ul> <p><b>Parent Knowledge Survey</b></p> <ul style="list-style-type: none"> <li>Had over 100 responses. The committee was asked if they would like a presentation from the Region. The committee agreed it would be good to have at the next meeting.</li> </ul>	<ul style="list-style-type: none"> <li>Kim to set up presentation</li> </ul>	Kim
<b>10. Potential events &amp; media opportunities</b>	<ul style="list-style-type: none"> <li>Any of the ECCDC's upcoming workshops. Patricia &amp; Helene are both attending Learning Stories. Helene volunteered to bring the NCCSE marketing kit.</li> </ul>		
<b>11. Parent Direct Niagara Website Enhancements Presentation</b>	<ul style="list-style-type: none"> <li>Darlene Drouin from the ECCDC detailed enhancements made to the Parent Direct Niagara website (updated look, mapping capability, translation into French, new tabs, etc.) with funding from CIL.</li> </ul>		
<b>12. Next meeting</b>	<ul style="list-style-type: none"> <li>June 17, 2014 – 1:30 p.m. – if needed – ECCDC-Thorold Room</li> <li><b>Above meeting rescheduled to: Tuesday June 24, 1:30 p.m., Thorold Room</b></li> </ul>	<ul style="list-style-type: none"> <li>Julie will contact Pathstone to book a room.</li> </ul>	Julie