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## MINUTES OF THE KENORA DISTRICT BEST START NETWORK MEETING

Held Wednesday, January 20, 2010

at the Kenora District Services Board Office in Dryden

Present:	Kelly Williams,	Kenora Association for Community Living, Kenora Family Connection Coalition
	Donna Cutler,	Local Services System Management Table Northwestern Health Unit
	Janet Paterson,	Patricia Centre for Children and Youth
	Clarise Henrickson,	Waninawakang Aboriginal Head Start, Child and Family Health Network
	Barb Avanthey,	Healthy Generation Coalition-Dryden, Ignace, Wabigoon, Vermilion Bay, Best Start Hubs
	Helen Clark,	Kenora District Services Board, Ontario Works
	Caryl Hron,	Keewatin Patricia District School Board (excused self 11:45)
	Leanne Mineault,	Lake of the Woods Child Development Centre
	Arlene Williams,	Community Action Program for Children
	Sarah Stevenson, Mickey Samsal,	Kenora District Services Board, Children's Programs Kenora District Services Board, Recording Secretary
Teleconference:	Lynn Carlson,	Kenora District Child Care Operators, Dryden Children's Resource Centre
	Carol-Lynne Oldale	Ministry of Education (connected at 10:20) (disconnected 11:06)
	Estelle Cantera	Kenora Catholic District School Board (connected 10:18)
	Murray Delorme	Kenora Catholic District School Board (disconnected 11:30)
Regrets:	Kim Gardiman,	Healthy Babies, Healthy Children
	Sandra Russell,	Ministry of Children and Youth Services/Ministry of Community and Social Services
	Tina Durfey,	Metis Nation of Ontario
	Candice Goretzki, Deb Cousineau,	Nishnawbe-Gamik Friendship Center North Words
Absent:	Al Cesiuinas,	Northwest Catholic District School Board
	Laurie Spalding	Ontario Native Women's Association

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### 1. Call to Order

The meeting was called to order by the Co-Chair, Kelly Williams at 10:05 a.m.

### 2. Welcome/Introductions

- Kelly welcomed everyone and those members that were present and on by teleconference introduced themselves.
- Murray and Estelle were unable to introduce themselves do to technical difficulties.

### 3. Approval of Agenda

#### 3.1. MOTION NO: KDBSN2010-1

Moved by: Leanne Mineault  
Seconded by: Janet Paterson

**RESOLVED THAT** the agenda for the Best Start Network meeting scheduled for 10:00 am on Wednesday, January 20, 2010 be approved as amended.

The Network approved amendments to the agenda to move New Business Item 8.2 to follow Agenda item 5.2.

CALLED: CARRIED

**ACTION: File**

### 4. Approval of Previous Meeting Minutes

#### 4.1 Motion NO: KDBSN2010 – 2

Moved by: Janet Paterson  
Seconded by: Donna Cutler

**RESOLVED THAT** the minutes of the November 25, 2009 meeting of the Best Start Network be approved as presented.

CALLED: CARRIED

**ACTION: Post to the Kenora District Services Board Website**

### 5. Unfinished Business

#### 5.1 Parenting/Universal Screening Sub-committee (Sarah Stevenson)

- a teleconference will be arranged for Feb 5<sup>th</sup> at 1:00.
- Sarah suggested that Donna be the lead for this committee.
- The network members endorsed this suggestion and Donna agreed to be the lead.

#### 5.2 Meeting Dates (Kelly Williams)

- March 17<sup>th</sup> meeting is during March Break. Kelly asked the membership if the March meeting should be cancelled or rescheduled.
- The Kenora District Best Start Network Meeting scheduled for March 17 will be cancelled.
- If the Ministry requests a plan a March meeting may be rescheduled at the February meeting.
- April 21<sup>st</sup> Network meeting conflicts with the Early Learning & Child Care Connection Conference.

**ACTION: The March 17<sup>th</sup> meeting is cancelled. The April 21<sup>st</sup> meeting has been rescheduled for April 7<sup>th</sup>.**

#### 8.2 Establish Sub-Committee to Support Collaboration and Transition of Before and After School Programs to Extended Day Programs (Kelly Williams/Sarah Stevenson)

- Sarah suggested the development of a subcommittee to provide a means for Child Care Operators and School Boards to support each other and collaborate through the transition of Before and After School Programs (Operated by Child Care) to the Extended Day (Operated by School Boards). Kelly suggested Principals from the ELP Schools as well as child care operators currently operating programs in the those schools should be invited to participate as well as Members sitting at the Network Table.
- Caryl Hron stated that this committee would help the school boards with understanding the current operations of before and after school programs, as well as the management of fee subsidy.

- Caryl said that the Keewatin Patricia District School Board has had meetings with the school Principals at Pinewood and Evergreen School where Early Learning Programs will operate beginning in September 2010.
- The school board received a memo last week from Jim Greaves outlining directions for the new Early Learning Programs.
- Caryl stated they were investigating, providing service for the extended day from 6 am to 6 pm.
- Caryl stated that the ELP would be offered for a full day or half day mornings.
- Carol-Lynne Oldale corrected Caryl that there will not be flexibility regarding half day. The program will be full days only.
- Network members expressed concern that there is no choice for parents.
- Donna Cutler suggested that the sub-committee could address the limited choices for families.

**ACTION: Sarah will set up a Doodle Calendar to choose a date for the Sub-committee to meet.**

## 6. Business

### 6.1. Correspondence (Kelly Williams)

- Received a letter from the MCYS Deputy Minister congratulating the Network for their work regarding the selection of the Early Learning Programs.
- Received an email from the Child and Family Health Network (Sioux Lookout Coalition) stating that Clarise will be their rep.

### 6.2 Update Early Learning Program (Carol-Lynne Oldale)

- Carol-Lynne reviewed the Memo that was sent to the Directors of Education from Jim Greaves on January 13, 2010.
- Sarah had sent the memo out to Network members the previous day.
- Ministry of Education will be addressing concerns and issues around the extended day and year.
- Fees for extended day to cover program operational costs, not to cover other school board programs.
- A meeting is scheduled for February 3<sup>rd</sup> in Thunder Bay to discuss the curriculum development for ELP.
- Spring & Summer Training sessions are being scheduled for Early Childhood Educators and Teachers for the ELP.
- Training Sessions are also being planned for Principals of the chosen schools.
- Weekly teleconference meetings are being held and Carol-Lynne will be forwarding our concerns about the full day flexibility to this committee.

### 6.3 Update from the Ministry of Children and Youth Services (Sarah Stevenson)

- Sarah shared the update she received from Sandra Russell
- MCYS is moving forward with planning for child care as four and five year olds move into the school system: not all child care programs may survive.
  - Ministry will be looking at viability of child care in the long term.
  - Also looking at where the opportunities are and respond to parent needs.
  - The Ministry will be conducting an in depth review of programs and completing a Service System Planning Process which will include consultation between MCYS/DSAB/Child Care Operators.
  - A template and tools will be forward soon to the DSAB to help with the transition planning process.
  - There will be a small pot of mitigation funding; a business plan will need to be jointly submitted for this transitional funding.
- DNA changes have been put on the table; under review are ratios, physical space.

- The Best Start Regional Meeting in S.S. Marie scheduled for March 2,3 and 4 may be rescheduled until March 23-25
  - Day 1 CMSM/DSAB Children's Program Managers
  - Day 2 Best Start Networks
  - Day 3 Best Start Hubs
- No set Agenda please forward ideas and topics to Sandra.
- Leanne asked if the meeting planned for S.S. Marie can be relocated to Thunder Bay.
- \$28,800 allotted for Best Start Planning in 2010.

**ACTION: Sarah will contact Sandra with regards to the Network's request to have the meeting in Thunder Bay.**

**Carol-Lynne Oldale excused herself at 11:06 am**

6.4 Update from Toronto Meeting with MCYS (Kelly Williams)

- Kelly, Lynn and Sarah attended this meeting.
- No formal minutes were provided.
- Kelly and Sarah gave an overview of the meeting:
  - There was a strong message that Children Services Partners needed to work together collaboratively to create the best system for families in Ontario.
  - The Early Learning Program is not a new start but the next phase of Best Start.
  - Common concerns across the province were:
    - What processes will be put in place to ensure success for children with special needs in the ELP.
    - How will care be offered for PD Days, Summer, March Break and Christmas, ensuring choices for families?
- Lynn shared information from the OMSSA & alpha Forum on Best Start Child and Family Centres:
  - The forum was the idea of Dr. Robin Williams, a strong advocate of children and Dr. Pascal's vision. Expect a number of forums on this issue over the next few months as the initiative rolls out.
  - Key message from all the speakers: Think outside the box and make the vision work. Although the focus will be on ELP we can't do anything in isolation.
  - We need to be making changes to services for children 0-3 and 6-12 years while implementing the Early Learning Program. Best Start Networks and all sectors involved are expected to take responsibility for this action.
  - We need to look at current resources and work to create a seamless system for children and families.
- Leanne asked when future forums will be occurring.

**ACTION: Network members will forward any information regarding forums to Sarah for distribution.**

6.5 Update from the Regional French Language Network (Sarah Stevenson)

- Sarah received an email from Lina Davidson asking for a rep to participate on their Regional French Language Network.
- Sarah advised the Network that Josee Little, Life Skills Trainer for Ontario Works is bilingual, and has the support of her Supervisor to participate.
- The Network agreed to put Josee's name forward as a Rep, she would in turn begin attending Kenora District Best Start Network meetings also.

- Sarah reviewed the Updates provided by RFLN from their September and November meetings. (attached)

**ACTION: Sarah will confirm with Josee and forward her name and contact information to the Regional French Language Network.**

#### 6.6 FASD Project Update (Janet Paterson)

- Training is ongoing for Key Workers.
- Training for supervisors was offered and it was a huge success.
- It has been identified that those professionals directly involved have witnessed increased awareness and benefits further work needs to be done in educating those not directly involved.
- Anyone wanting further information can contact Janet and she can assist in connecting organizations with FASD support in their community.

#### 6.7 ELECT and ELCC Conference (Leanne Mineault)

- Leanne explained she initially approached the Communication Sub-committee with a funding request. The Communication Reps suggested that the request should go back to the Network. Leanne requested \$2,500 of the Network Planning Dollars to assist in the planning for the Early Learning and Child Care Conference.
- Leanne reviewed proposal for ELCC Conference noting the key speakers and the dates.
- Janet noted that Jean Clinton had been to the Kenora District last February and that many colleagues had attended. Leanne stated the target audience was front line ECE and Teachers with a focus on the ELECT. Where as her previous visit focussed on children services providers and EDI. Sarah and Kelly both supported Jean Clinton providing the Key Note as they agreed it was important for Teachers and Early Childhood Educators to hear her present and receive further information on the ELECT.

**Caryl Hron excused herself at 11:45**

#### 6.8 Sub-committee Updates

##### 6.8.1. Communication (Barb Avanthey)

###### *Poster Contest:*

- Poster contest information (Fun activities they do as a family) sent out to all partners, child care programs, schools, front line workers and organizations.
- Placemats will be developed from posters to be used in local restaurants as well as other Best Start promotional items, posters etc.
- Poster Contest Budget: \$500.00
- Donna asked who will be judging the posters and made a suggestion that a rep from the Education sector should be asked.

**ACTION: Sarah will engage judges before the next meeting and try to secure someone from Education.**

###### *Book Coupon Campaign*

- Launch date will be Family Literacy Day – January 27, 2010.
- 1,500 books were purchased in December through Scholastic.
- Service providers will be given coupons for their families. Books have been distributed to Best Start Hubs.
- Hubs will add sticker to books stating: “Enjoy reading this book with your child, Compliments of Kenora District Best Start Network.”
- Hubs will track coupons that are redeemed for the books

- Book Coupon Budget: \$4,900.00

#### *Best Start Radio Campaign*

- Sarah presented the four radio spots that will be delivered for a three month period.
- Websites to be included at the end of the message. Sarah presented the following options for websites:
  - Buy Rainy River Best Start Network template for \$400.00 and manage ourselves.
  - Develop our own website.
  - Have the Times News in Fort Frances Host the Website, cost unknown.
  - The Network felt they needed further information in order to make a decision.
  - The following questions were asked:
    - Should we delay radio ad launch until issue is resolved?
    - Should we ask Rainy River to delay their radio ad campaign and launch ads together or does Rainy River want to go ahead as their website is already launched?

**ACTION: Sarah will contact Mildred to discuss all options for website development and the radio ads. The Communication Sub-committee will put together a proposal for the February meeting and present to the Network.**

#### *Best Start Children's Fair*

- Trade show for children's services to promote information about their programs and connect with families and other services in their communities.
- There are no volunteers to lead this project at this time.

#### *Best Start Partner Decal*

- An application was received from the North Words Preschool Speech & Language program in Kenora. Request for decals to be placed on entrances to therapy rooms and office.
- Sarah asked for an endorsement to send another set of applications to the partners.
- Donna acknowledged and thanked the Communication Committee for their hard work and accomplishments.

**ACTION: Leanne will touch base with North Words Pre-school Speech & Language about the decal. Sarah will forward information and applications to the Best Start Partners who haven't received them yet.**

#### 6.8.2 Caring and Sharing (Sarah Stevenson)

- Caring and Sharing Newsletter was released the first week of January.
- Transition to School Document for Children with Special Needs committee will meet January 26/10 to discuss all the comments and suggestions that have been made.
- A final copy should be available for the next Network meeting.
- Does the Network want the Committee to move forward with another Caring & Sharing event this fall? All members were in agreement to plan another event.
- The Network asked for a summary of the 2009 Caring and Sharing Symposium.

**ACTION: Sarah will present a report on the 2009 Caring and Sharing Symposium to the Network at the February Meeting.**

#### 6.9 Best Start Partners Update

##### 6.9.1 Community Coalitions

Healthy Generations Coalition (Barb Avanthey)

- Best Start key messages were shared at their last meeting.

Kenora Family Connection Coalition (Kelly Williams)

- Have not met since the last Network meeting.

Child and Family Health Network (Clarise Henrickson)

- Clarise was unable to attend the last meeting.

6.9.2 Data Analysis Coordinators (Leanne Mineault)

- The Data Analysis Coordinators attended the EDI Pan-Canadian conference in Winnipeg.
- They will be contacting the various coalitions in the near future to present EDI information specific to those communities.

6.9.3 Best Start Hubs (Leanne Mineault)

- Their focus has been on developing protocols with service providers.

6.9.4 Early Learning and Care (Lynn Carlson)

- Lynn asked Sarah about future funding, fee subsidy and stabilization.
- Sarah explained there was approximately \$500,000 increase in the amount of fee subsidy used in 2009 compared to 2008. This occurred for a couple of reasons, job erosion, the down turn in local economies, and the renewed focus of Ontario Works to have children attend child care programs. There was less funding to distribute as stabilization.
- Sarah stated she did not bring 2010 Budget numbers to the Network meeting but they were looking at less funding in 2010 because of the end of the commitment from the Federal Government Funding.
- KDSB is currently waiting for direction from the Ministry and will be conducting a thorough child care review.
- In upcoming months, in order to be eligible for child care, OW clients will need to be participating in an approved activity.
- Kelly suggested that at the next Child Care Advisory meeting this could be discussed further.

6.9.5 Local Service System Management Table (Donna Cutler)

- Nothing to report.

6.9.6 North Words

- None forward for this meeting

6.9.7 North Western Health Unit (Donna Cutler)

- The Health Unit has submitted a proposal for a Low Income Dental Program and it is still under review.
- Health Promotion Team will be meeting in May and have invited Bill Reynolds to speak about 0-6 years EDI stats.
- Kim Gardiman has attended the OMSSA and alpha meeting in regards to the Dr. Pascal's report and the impact it will have on Healthy Babies Healthy Children.
- A meeting is planned for the end of February with the Ministry of Children & Youth.

- 6.9.8 Ontario Works (Helen Clark)
- Ontario Works clients are being encouraged to participate in an approved activity and to enter into participation agreements.
  - OW case loads are still rising.
- 6.9.9 Infant Development Programs (Kelly Williams)
- Review Report has not been received yet.
- 6.9.10 Education
- None forward for this meeting
- 6.9.11 Child Protection (Sarah Stevenson)
- Sarah will be meeting with Patricia Neira on Thursday, January 21 about finalizing the protocol between CAS and Child Care Operators.
  - Sarah will provide suggested amendments from child care supervisors.
  - A final copy should be available for the February 17<sup>th</sup> meeting.
  - Janet commented that Kenora Patricia Child and Family Services are now providing after hour coverage for Red Lake and Sioux Lookout on behalf of Tikinagan.
- 6.9.12 Aboriginal Programs
- Community Action Program for Children (Arlene Williams)*
- Arlene provided a pamphlet about CAP-C programs.
  - Funding has been secured for two years.
  - Laurie Spalding will be leading weekly circle time with the children.
- Waninawakang Aboriginal Head Start (Clarise Henrickson)*
- Aboriginal Head Starts across the province will be going through an evaluation process in 2010.
  - 2 Early Childhood Educator's will be sent for training on the Brigance System (screening and ongoing assessment tools), which is to be implemented with all children in the program beginning in September 2010.
  - Network members asked why that tool was chosen and discussion took place concerning the importance of consistency in the use of screening tools. Kelly offered to share the screening tools that are available. The group agreed that this is one of the topics to be addressed at the Universal Screening Sub-committee table.
  - Clarise confirmed that the implementation and choice of the tool came from the funder.

**ACTION: Estelle requested that Kelly share the screening tools with her.**

## 7. Best Start Network Financial Report

### 7.1 Year End Financial Report 2009 (Sarah Stevenson)

<b>2009 Best Start Network Year End Financial Report</b>	<b>January 20, 2010</b>	
Total 2009 Budget		\$31,492
Best Start administration cost to Kenora District Services Board		<b>\$10,000</b>
Best Start Network Meetings		<b>1,149</b>
Tele-conferences		<b>658</b>
Best Start Network Partner Stickers and Banners		<b>724</b>
Caring and Sharing Committee Allotment 7,000		
Caring and Sharing		4,297

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Transition	270
Newsletter	445
Caring and Sharing Committee Actual Total	<b>5,012</b>
Best Start Communication Allotment 7,000	
Book Coupon Campaign	4,900
Poster Campaign	457
Radio Campaign	2,135
Best Start Communication Committee Actual Total	<b>7,492</b>
Co-chair Network Travel	<b>2,270</b>
NWHU Preschool Screening Booklets	<b>2,749</b>
Best Start Child Care Booklets	<b>1,390</b>
<b>Total Spent in 2009</b>	<b>31,444</b>
Remaining Balance to spend out in 2009	<b>\$ 48</b>

#### 7.2 Best Start Network Budget 2010 - \$28,800 (Sarah Stevenson)

- The Best Start Network discussed and approved the following budget distribution for 2010.
- Best Start Administration cost to Kenora District Services Board \$10,000
- Early Learning and Child Care Conference 2,500
- Caring & Sharing Event 5,000

**ACTION: The Communication Sub-committee will present a request at the February Meeting. Sarah will provide an estimate for Network travel costs at the February meeting.**

### 8. New Business

#### 8.1 Reports from Partners (Kelly Williams)

- Kelly requested that Network Members sharing information for Sub-committees, Projects or Partner Updates provide a written report that could be attached to the minutes.
- Kelly requested that any lengthy reports for the meeting be forwarded to Sarah to be included in the meeting package.

#### 8.2 Development of a meeting summary (Sarah Stevenson)

- Partners identified the key points for the summary. Sarah will develop the summary that is to be shared by the Network members with their various organizations.

### 9. Next Meeting

- The February 17, 2010 Best Start Network meeting will be held in Dryden at the Kenora District Services Board Office.

### 10. Adjournment

- As there was no further business, the meeting adjourned at 2:08 p.m.

*Minutes approved: February 17, 2010*

*Lynn Carlson, Co-Chair*