

When: November 7th, 2013 1:00-3:00 pm  
Where: Central Gateway, 9435 Young Road, Rm 119

Recorder: Annette Williams

Co-Chairs: Trish Ackland and Kiran Sidhu

#### ATTENDANCE:

Kiran Sidhu	FV Child Development Centre	<a href="mailto:ksidhu@fvcdc.org">ksidhu@fvcdc.org</a>
Charlotte Debruyne	Chilliwack School District	<a href="mailto:charlotte_debruyne@sd33.bc.ca">charlotte_debruyne@sd33.bc.ca</a>
Karen Steegstra	Child and Youth Coordinator	<a href="mailto:chwkchildandyouthcoord@gmail.com">chwkchildandyouthcoord@gmail.com</a>
Debbie Denault	Chilliwack Learning Community Society	<a href="mailto:debbied@chilliwacklearning.com">debbied@chilliwacklearning.com</a>
Jackie Ayer	Chilliwack Community Services	<a href="mailto:ayerj@comserv.bc.ca">ayerj@comserv.bc.ca</a>
Katrina Bepple	Chilliwack Hospital Health Care Foundation (CHHCF)	<a href="mailto:katrina.bepple@chhcf.org">katrina.bepple@chhcf.org</a>
Shannon Carmichael	Central Gateway for Families/Community School Coordinator	<a href="mailto:ccecss@gmail.com">ccecss@gmail.com</a>

#### REGRETS:

Dan Bibby	MCFD	<a href="mailto:daniel.bibby@gov.bc.ca">daniel.bibby@gov.bc.ca</a>
Karin Rempel	Sardis Doorway	<a href="mailto:sardisdoorway@shaw.ca">sardisdoorway@shaw.ca</a>
Mandy McMahon	YMCA Early Years manager	<a href="mailto:mandy.mcmahon@vanymca.org">mandy.mcmahon@vanymca.org</a>
Pauline Pigeau	Fraser Health	<a href="mailto:Pauline.Pigeau@fraserhealth.ca">Pauline.Pigeau@fraserhealth.ca</a>
Trish Ackland	Child and Youth Mental Health	<a href="mailto:trish.ackland@gov.bc.ca">trish.ackland@gov.bc.ca</a>
Donna Dixon	Chilliwack Hospital Health Care Foundation	<a href="mailto:donna.dixon@chhcf.org">donna.dixon@chhcf.org</a>
Tara McLaughlin	HeadStart Coordinator	<a href="mailto:Tara.mclaughlin@stolonation.bc.ca">Tara.mclaughlin@stolonation.bc.ca</a>
Sara Van Basten	MCFD Guardianship Worker	<a href="mailto:Sara.vanbasten@gov.bc.ca">Sara.vanbasten@gov.bc.ca</a>
Kathereen Kessler	Meadow Rose Society	<a href="mailto:help@meadowrosesociety.com">help@meadowrosesociety.com</a>
Tamara Kelly	Stó:lō Nation Health Services	<a href="mailto:tamara.kelly@stolonation.bc.ca">tamara.kelly@stolonation.bc.ca</a>
Yvonne Tumangday	Stó:lō Nation	<a href="mailto:yvonne.tumangday@stolonation.bc.ca">yvonne.tumangday@stolonation.bc.ca</a>

### 1. Welcome and Introductions

### 2. Approval of Agenda – Approved, with following addition

- Priority grant (see section 4).

### 3. Approval of Minutes of last meeting – Approved

Clarification of 5.a. – Morguard is the company that approves mall bookings and details.

### 4. Business Arising from the minutes

Priority Grant (Kiran) – Kindergarten Readiness Booklets were circulated at the table. They will be glossy format, available at \$1 each. Fraser Valley Child Development Centre (FV CDC) covers the rest of the cost. They can be used at screening events. Charlotte has ordered 800 for Ready Set Learn fairs. Some will be ordered by the Early Years committee

for Karen to distribute at events. Any agencies that would like copies are to order them separately by contacting Kiran.

## 5. New Business/other Business

### a. Canopy

**ACTION:** Karen will order 2 x 10 ft tents and also games.

No news on the canopies. Funds are to be spent by March 14<sup>th</sup>. In order to apply for the next grant, first need to show where the current money is being spent. Next grant application deadline is November 15<sup>th</sup>.

### b. National Child Day

Kids and Cake will be held Tuesday, November 19<sup>th</sup>. City Hall has agreed and Mayor Gaetz will once again read to the kids. Karen is hoping that programs will come and participate in presentations to council. The Chilliwack Times would like to photograph school children working on projects that will be bought to the event. The Times will photograph the kids presenting them to council, do pre-interviews, and event coverage. Part of Grade 6 curriculum involves being involved in community, so perhaps some of them can presentations or speak. Charlotte will email Karen if there are schools participating so that she can notify the Times. John Maleska will perform again. Artwork has been received from Family Place. Charlotte is ordering the cake. Starts at 2pm; at 3pm children present to council.

### c. EDI – Joanne Schroeder

Joanne Schroeder from HELP is available to come out and talk about both the EDI and MDI. Turnout at Childcare Resource & Referral was good when Joanne presented; parents and professionals attended. It would be good to look at other vulnerable communities and see what they're doing to improve their level of vulnerability. Charlotte and Karen could talk about EDI at Ready Set Learn., especially social-emotional piece. Include info and Power Point video about self-regulation in Ready Set Learn packages.

### d. Tri Cities Survey – Parent's feedback regarding 'Attachment'

The communities were asked to respond to a phrase which included the word "attachment". Parents didn't demonstrate knowledge of the word in the context used by service providers. Many comments that attachment was not a positive thing, and children need to be encouraged to be less attached. This showed Karen and Kiran that organizations should be careful when selecting wording, since they might have a different meaning to non-professionals.

**IDEA:** at events, cover a table with paper and ask a question. Perhaps ask what comes to their mind when they think of a particular word. Consultation date is April 4<sup>th</sup> at City Life Church. Theme: Every Door is the Right Door, Becoming Family Smart. This is a theme that The FORCE will use afterwards at their event, so perhaps there can be helpful information out of the consultation for them to use in their event. Good question to ask on the paper at the mall: What does Family Smart mean to you?

### e. Website annual funds required

If the Early Years can provide \$1500, that will leave some room for any changes to the site which might involve the web designer, Empyrion. The money was going to come from CIPC (CIPC balance is \$1800). Possibly the Early Years will carry it for this year, but that isn't the expectation going forward. \$11,957.36 is currently in the Early Years account.

**DECISION:** The Early Years table will pay \$1500 for the website maintenance for the following year.

## 6. Strategic Plan – Goal Activity Updates:

### a. Child Development Guide

Chilliwack Kiwanis donated \$1000 toward more Child Development Guides

**ACTIONS:** Karen will tell Katrina how much money the Early Year table has for printing. Katrina will arrange for printing. First she will ask participating agencies for updates.

Specific contact names should be avoided as they change often. Dedicated phone numbers and the websites are best to include. More pictures would be good; would like to replace all stock photos with local ones.

**ACTION:** Katrina will prepare a consent form for using photos.

### b. Training/workshop updates

Chilliwack Learning Community Society – “Weaving literacy into programs and services” workshop will be hosted the morning of December 5<sup>th</sup>. Incorporated into the session will be reviewing literacy levels across the province and literacy ideas. It will include awareness and activities for professionals. Debbie will email out more information closer to the workshop date.

Every Door is the Right Door working group – It will promote consistency amongst the Chilliwack agencies, when clients come to them looking for a service that they don’t offer. Karen handed out a card that will be given to a client when an agency can’t help them. The card is used to refer them to another agency. A survey will be given to administration front line people asking what situations they often experience in terms of when people are looking for a service. These staff will be trained so that they are aware of other agencies and services offered. Workshops will be offered at FVCDC, at the end of January and beginning of February. There will also be an electronic version for those who receive contact from parents and families via email.

**IDEA:** Keep and track the referral cards brought in to gauge use and trends.

FVCDC is hosting Triple P, but the week of November 12 will probably be cancelled. They’re hoping to still be able to offer the one the following week.

## 7. Task Group Updates

### a. Social Marketing

Debbie brought samples of marketing pieces assembled from Children First.

Stickers and bracelets – Won’t be in time for National Child Day. Karen will look into it a bit more, including local printers for stickers.

**ACTION:** Annette will give Karen balloon contact.

### b. Young Parenting – Not covered

### c. Terms of Reference Update

Bring any questions or concerns to the next meeting. Mid-term report will be provided by Chilliwack Community Services, as per the Terms of Reference.

## 8. Coordinators Report – Highlights

- National Child Day
- Parent Resource Guide – anticipate will be ready by January 2014.
- Meeting with Sardis Envision manager. This is part of Success By 6 expectation because dollars come from credit union. They’re discussing funding available at the local



## MINUTES

branch for contribution to the community. Karen recommended donating funds for food for some of the Early Years programs.

- CYC Consultation working group. Looking for a keynote speaker that will be a draw to the community. If someone knows a dynamic speaker, contact Karen.
- Continuous Quality Improvement (MCFD event) – presenting in community engagement section. Kiran is also presenting how the Child Development Centre changed the way their services are delivered based on family feedback.

### 9. Agency Updates – not covered

**10. Next Meeting:** December 05, 2013 12pm, lunch meeting at the Rendezvous. The Early Years table will pay for lunch.

### 11. Adjournment 2:33

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Children  
First