

**EARLY CHILDHOOD DEVELOPMENT WORKING GROUP MINUTES**

WEDNESDAY, FEBRUARY 12, 2014, 9:30-11:30AM, BELLEVILLE PUBLIC LIBRARY

**IN ATTENDANCE:** Jackie Whittingham (co-chair), Wendy Anderson, Beverley Bell-Rowbotham, Margo Russell-Bird (recorder), Amy Sager, Denise Boos, Donna Kaye Jen Ronan, Julie London, Soyoung Lee, Trish McKinnon

**REGRETS:** Jill Gardiner (co-chair), Amy Watkins, Wendy Bateman, Brandi Lucas, Stacey Stanford, Allison Brant, Bianca Sclipa-Barrett, Cecilia DeRoche, Heather McMaster, Laura Jones, Pam Kent, Peggy Neil, Tammy Garrison, Theresa Dostaler, Trena McKay-Crawford, Wanda Haaima-Bingham

**MANDATE:** The Early Childhood Development Working Group is responsible for identifying and implementing one or more actionable projects that will improve early childhood development outcomes for children in Hasting-Prince Edward.

Item	Discussions/Motions	Recommendations <i>(things to go forward to the Networks)</i>	Action <i>(including Person Responsible And Completion Date)</i>
1. Welcome and Introductions	Margo Russell-Bird identified as minute-taker		
2. Review of Agenda	Addition to #5 - Healthy Kids Community Challenge	Discussion	Jen Ronan
3. Accept Minutes from Jan 8 <sup>th</sup>	Accepted as written		
4. Business Arising from Minutes	To be covered in the overall work plan discussion		

<p><b>5. Finalize Project Description and Work Plan</b></p>			
<p>Healthy Kids Community Challenge</p>	<p>Information on the Healthy Kids Community Challenge presented by Jen Ronan, Health Unit:</p> <ul style="list-style-type: none"> <li>• Grant from MOHLTC</li> <li>• \$1.5 million over 4 years/community</li> <li>• Municipalities must apply for it - 30 municipalities will be awarded</li> <li>• Focus on childhood obesity</li> <li>• Money can be used for a project coordinator and activities to address childhood obesity</li> <li>• Three themes: healthy eating, physical activity and adequate sleep.</li> <li>• Deadline for applications March 14<sup>th</sup></li> <li>• Quinte West is interested</li> <li>• Lengthy discussion on relevance to link to work plan of this group and how to move forward.</li> </ul>		<p>Wendy will write to Directors of Social Services for the two Counties – Steve Gatward and Brian Elo-Shepherd - the YMCA, Belleville Recreation and Recreation Outreach Centre to express working group willingness to partner.</p>
<p>a) Review Draft Project Description</p>	<p>Review of the document “ Early Childhood Development Working Group - Community Awareness Project Description and Work Plan” Committee requested a chart of the vulnerabilities by community:</p> <ul style="list-style-type: none"> <li>• Discussion on what we mean by ‘social media’. To include all aspects of social media - websites, online newsletters, blogs, facebook, twitter, youtube, etc.</li> </ul>		<p>Julie London will connect with Mayor Ellis re: champion.</p> <p>Jackie will connect with Cathy McCallum from the Health Unit who will be speaking with municipalities about applying.</p> <p>Beverley to provide vulnerabilities by community.</p>

<p>b) Complete Work Plan</p> <p>c) Complete Outcomes Section</p>	<ul style="list-style-type: none"> <li>Jen has information on which media is best to target specific populations.</li> <li>Plan to target messages one at a time.</li> <li>Concerns about 'big project' being overwhelming.</li> <li>Discussion on the project evaluation - reworded to be "The project will incorporate measurable means to determine level of access by parents/caregivers to the messages/ resources.</li> </ul> <p>Committee decided to remove the Outcomes section from the work plan document.          Discussion on outcomes to be included:</p> <ul style="list-style-type: none"> <li>Partners helping to get the messages out</li> <li>Parents are accessing information</li> <li>Improvement in EDI scores-long term-not able to directly attribute the work of this committee to EDI scores.</li> </ul>		<p>Jen to share info on social media targets.          Wendy to add the EDI document showing green, yellow and red as an appendix to project description document. Title to be changed to provide more clarity</p>
<p><b>6. Presentation of Information to Network</b></p>	<p>Wendy advised that Terms of Reference will be included in the February 27<sup>th</sup> Network meeting consent agenda for approval.</p>	<p>Approval of TOR and Project Description and Work Plan</p>	<p>Jill Gardner to present the Project Description and Work Plan at the Network meeting. Wendy to include documents in Network meeting package.</p>
<p><b>7. New Business</b></p>	<p>None</p>		
<p><b>8. Next Meeting</b>          Schedule: 2<sup>nd</sup> Wednesday morning, 9:30-11:30am</p>	<p>Due to March Break - results of Doodle Poll: Wednesday, March 19<sup>th</sup>, 9:30-11:30am at the Belleville Public Library</p>		<p>If you are attending or not, contact:  <a href="mailto:wanderson@cmhs-hpe.on.ca">wanderson@cmhs-hpe.on.ca</a></p>
<p><b>9. Adjournment</b></p>	<p>Adjourned at 11:30pm</p>		



Hastings & Prince Edward

**CHILDREN AND YOUTH  
SERVICES NETWORK**

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