

Niagara Best Start Child & Family Centre Reference Group

Tuesday February 26th 2013, 10:30am – 12pm
FACS Niagara (82 Hannover Dr., St. Catharines)

Agenda

1. Welcome
2. Review and Approve Minutes from January meeting
3. Community Integration Leader Project
 - a. Professional Development Recommendations & Decision-making
 - b. Process for Testing of Niagara's Framework for BSCFC
 - c. Communications Update
 - d. Sites of Practice
 - i. Fairview
 - ii. Fort Erie
 - iii. Aboriginal
 - e. Research & Evaluation
 - f. Ministry Meeting in London Update
4. Wrap-Up

Next Meeting Dates:

- March 26th 2013, 10:30am – 12pm Pathstone
- April 23rd 2013, 10:30am – 12pm Pathstone

Niagara Best Start Child and Family Centre Reference Group (BSCFCRG)

February 26th, 2013 – FACS Niagara (82 Hannover Drive)

Attendees: Jeff Biletski, Lisa DeGasperis, Darlene Edgar, Tiffany Gartner, Dorothy Harvey, Mark Lefebvre, Sandra Noel, Glory Ressler, Jackie Van Lankveld, Zach Dadson (recorder)

Regrets: Anne Biscaro, Jaynane Burning-Field, Christina Carter, Natalie Chaumont, Kim Cole, Jennifer Dockstader, Bonnie Filipchuk, Linda Morrice, Florence Ngenzebuhoro, Judy Reid, Kaarina Vogin,

ITEM	DISCUSSION	ACTION
1. WELCOME	<ul style="list-style-type: none"> - Committee members were welcomed by L. DeGasperis. - Thank you to those who were in attendance for this morning's Hub Committee meeting and the discussion regarding parentdirectniagara.ca. 	
2. REVIEW AND APPROVE MINUTES FROM JANUARY MEETING	<ul style="list-style-type: none"> - Minutes were reviewed and approved without change. - Many of the action items found in the January meeting minutes will be discussed at today's meeting. 	
3. COMMUNITY INTEGRATION LEADER (CIL) PROJECT	<p>a) Professional Development (PD) Recommendations and Decision Making</p> <ul style="list-style-type: none"> - A survey soliciting recommendations for professional development opportunities was circulated to BSCFCRG and each CIL site of practice committee. 23 committee members were able to provide feedback. - T. Gartner led the committee through the survey results and handed out the Professional Development Survey Summary & Recommendations for Action. It will be important to ensure that there are training opportunities for executive directors, middle management and front line staff. - All proposed dates for PD are suggestions and are open to change. - In regards to topic #3 (Key Learnings from other areas on their advancements with Best Start Child & Family Centres) when all six CIL Projects from across Ontario met in London last week it was clear that the work London is doing in their BSCFCs is fantastic however the financial scale in which they are operating is much larger than Niagara's and is therefore not necessarily applicable. It will be important to focus on the work being done in Niagara and that the work done fits within the needs of the region. - Tweaking #3 to reflect working with expert partners in the Niagara Region and having a facilitator provide an opportunity for purposeful learning from organizations in the region can be extremely beneficial. - In regards to topic #6 (Cultural Awareness/Competency Sessions) there was a discussion about adding a wider range of cultural training and not focusing only on Aboriginal communities. This will mean adding a second cultural awareness training session, not combining Aboriginal and other cultural awareness information into one session. - An Aboriginal cultural awareness/competency session would need to be a full day event in order to be comprehensive. - Committee members felt that cultural awareness/competency training is very important and is something that can be applicable to not only front line staff but all levels of organizations. - The CIL wrap up event is also very important as it will allow members of each committee to come together and share the work that has been completed. It will also provide an opportunity to celebrate the involvement of committee members throughout the project. - Moving forward BSCFCRG will focus on ideas #3 (with a focus on learning from community partners, not other regions), #5 ('Celebration of our CIL Project' which would emphasize the Best Start concept, bring all 	

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	<p>the pieces together and discuss next steps moving forward in a celebratory fashion) and #6 ('Cultural Awareness/Competency' session) including a specific one day session focused on Aboriginal communities.</p> <ul style="list-style-type: none"> - While these three ideas are the ones that are being implemented in the short term the remaining ideas will be kept and will be part of a long term plan. - The Fort Erie CIL Site of Practice committee is looking at planning a PD event focused on increasing awareness and networking amongst partners. <p>b) Process for Testing of Niagara's Framework for BSCFC</p> <ul style="list-style-type: none"> - The Fort Erie and Fairview site of practice committees have used the Process for Testing Draft Niagara Best Start Child and Family Centre Framework. The framework is currently being reviewed and tested by the Niagara Aboriginal Children's Planning Council (NACPC). - The CIL Project team will take the feedback from each of these committees and bring it to the March BSCFCRG meeting for endorsement. - There is a feeling that the Aboriginal community will not continue with the BSCFC model as it does not fit within their community. The Aboriginal community may decide to instead continue to develop along the Friendship Centre model. <p>c) Communications Update</p> <ul style="list-style-type: none"> - earlyyearsniagara.org will be enhanced and geared towards service providers while parentdirectniagara.ca will be designed for parents. <p>d) Sites of Practice</p> <p>Fairview</p> <ul style="list-style-type: none"> - The Fairview Community Committee is working on a Niagara Prosperity Initiative (NPI) proposal to be submitted by March 1st. Jackie Van Lankveld and Sue Greer have taken the lead on drafting the proposal. <p>Fort Erie</p> <ul style="list-style-type: none"> - The next Fort Erie Community Committee meeting will be focused on developing a work plan moving forward and long term planning. - The committee has developed three subcommittees (a communication subcommittee, a professional development subcommittee and a subcommittee focused on drafting an NPI proposal.) - The communication subcommittee is working on developing a calendar of events and programs that can be put in the local newspaper. - The Fort Erie Community Committee's NPI proposal will focus on an afterschool program at a school in Fort Erie and as well as a school in Chrystal Beach. <p>Aboriginal</p> <ul style="list-style-type: none"> - NACPC is continuing their research. Catherine Longboat (NACPC's CIL Project consultant) has been spending a great deal of face to face time with NACPC members as well as community leaders and members. - The NACPC is very keen on the notion of building capacity to collect and analyze Aboriginal specific data. There is a desire to better map the Aboriginal population as well as statistics regarding the use of services by Aboriginal peoples. - In NACPC's final report it is likely that they will suggest that more time is required to develop further research. They are hoping to have a big meeting/event for community members and mainstream services 	

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	<p>providers where they will discuss key learnings.</p> <p>e) Research and Evaluation</p> <ul style="list-style-type: none"> - Thank you to those who have completed the multiple surveys required thus far for the CIL project. - Research report #3 is currently being completed by G. Ressler. - G. Ressler will be following up on the difficult conversations that took place in order for report #3 to be complete. - The CIL Project team has seen preliminary results of the Network Mapping Survey that was completed by site of practice committee members at the beginning of the project. The results will be able to visualize connections across sectors in each of the categories of the integration continuum. - There will be a post project Network Mapping Survey where results will ideally show the increase of connections within the community. - There may also be an opportunity to do a further Network Mapping Survey in one year from now or on a yearly basis to show continued growth. <p>f) Ministry Meeting in London Update</p> <ul style="list-style-type: none"> - When the CIL Project team met with each of the other CIL Projects across Ontario in London they were able to tour two of London's Family Centres (BSCFCs). - There was also an opportunity for each project team to provide an update on their project's progress. - The work done by each of the six CIL Projects across Ontario is very different from one another. 	
<p>4. MEETING TIMES AND COMMITMENT THROUGH PROJECT</p>	<p>March 26th 2013, 10:30am – 12pm <i>Pathstone</i></p> <p>April 23rd 2013, 10:30am – 12pm <i>Pathstone</i></p>	

Community Integration Leader Project - Professional Development Survey Summary & Recommendations for Action

Overview:

This brief provides an overview of the survey responses concerning Professional Development (PD), and based on respondents' input includes recommendations for action.

An email was sent to the EYNPC, BSCFCRG, Hub, NACPC, and Fairview and Fort Erie CIL Committees on January 28th, 2013 with responses requested by end of day February 4th (1 week). The groups were asked the four questions concerning PD needs that could possibly be addressed through the CIL project. These covered training for which levels of the system, topics, preferred formats and recommended speakers/trainers. Feedback was received from 23 committee members, although not everyone had responses to all four questions.

Recommendations:

Given that the sites of practice have some community engagement components in their plans, it is recommended that the CIL project mainly focus its system wide efforts on local info sharing, networking and strategic discussion sessions at the front line and manager/leader levels with a smaller emphasis on enhanced knowledge and collaboration through outside experts. This could be achieved by the CIL project team working with BSCFRG / Hub Committee / EYNPC to design and offer:

TOPIC	FOCUS OF LEARNING	SPEAKERS/ FACILIATORS	SESSION FORMAT	TARGET AUDIENCE	PROPOSED DATE
1. 'Increased Awareness and Collaborative Practice' multi-session similar to Rowing the Boat Together (http://www.nrapc.com/rowing-the-boat-together/) which would include the Practice Talk and Collaborative Practice elements	Awareness Coordination Collaboration	Niagara Connects	Several 2-3 hour sessions	Frontline staff	March – June 2013
2. 'Practical Strategies for Coordination of Services & Collaborative Planning' session for early years service providers	Coordination Collaboration	TBD – Glory? Include learnings from JIPC/CSSF	2-3 hour session	Frontline & Middle Managers	March 2013
3. 'Key Learnings from other areas on their advancements with Best Start Child & Family Centres'	Awareness Coordination Collaboration Integration	Sudbury & possibly London or one other area who is far along with the BS implementation	2 hour meeting which could be at an existing Hub/BSCFCRG meeting	Hub/BSCFCRG & EYNPC members with invitation to 3 CIL Sites of Practice committees	March 2013

<p>4. 'Walk in Each Others Shoes' opportunities for job shadowing at agencies other than their own to learn about pathways & processes. CIL project would provide money in order to backfill if necessary.</p>	<p>Awareness</p>	<p>None needed. Dr. Feller to lead the purpose/outline. BEC to coordinate payment to agencies for backfilling</p>	<p>½ day or full day. One person job shadowing another person from a different organization</p>	<p>Frontline staff</p>	<p>March – June 2013</p>
<p>5. 'Celebration of our CIL Project' which would emphasize the BS concept, bring all the pieces together and discuss next steps moving forward in a celebratory fashion.</p>	<p>Awareness Coordination Collaboration Integration</p>	<p>CIL Project Team, Chairs of Sites of Practice with a keynote speaker such as Carrie Seward/Karen Callagan , Darlene Ciuffetelli-Parker</p>	<p>½ day event including lunch</p>	<p>3 CIL Sites of Practice, Hub/BSCFCRG & EYNPC members</p>	<p>Late April 2013</p>
<p>6. 'Cultural Awareness/Competency' Session</p>	<p>Awareness</p>	<p>Need recommendation from NACPC</p>	<p>½ day to full day event</p>	<p>3 CIL Sites of Practice, Hub/BSCFCRG, EYNPC members & extended to broader community</p>	<p>May 2013</p>
<p>7. 'Keynote & Networking' Wine & Cheese Event</p>	<p>Awareness Coordination Collaboration Integration</p>	<p>Dr. Pascal or Jane Bertrand as keynote & afterwards host a local service providers networking event (speed dating for work partnerships!) and possibly allowing tables/booths for info sharing</p>	<p>Evening session</p>	<p>3 CIL Sites of Practice, Hub/BSCFCRG, EYNPC members & frontline staff with extension to broader community</p>	<p>March 2013</p>

Community Integration Leader Project – February 2013
Process for Testing Draft Niagara Best Start Child and Family Centre (BSCFC) Framework

The Draft BSCFC Framework, when completed, is intended to articulate the ‘what’ and the ‘how’ of implementing BSCFC’s; that is, to provide guidance on meaningful and consistent ways to move forward presently and in the future. Please find it attached for your reference.

In addition to the BSCFC Reference Group guidance and Draft Framework, the Early Years Niagara Planning Council’s (EYNPC) vision is: ‘a community that ensures every child will reach optimal potential *through cooperative investment in the early years*’. They are currently focused on outcome based planning and development around the 4 statements noted in the Draft Framework (e.g. the 4 Outcomes at the bottom of page 1).

Finally, the recently released Ontario Early Years Policy Framework states that *Best Start Child and Family Centres will:*

- Provide families and caregivers with universally accessible programs, services, and resources in easily accessible locations, and will be supported by an easy-to-use provincial website;
- Provide quality programming that supports play and inquiry-based learning opportunities for children, guided by the principles of the *Early Learning Framework*;
- Deliver programs led by qualified staff teams that include at least one registered early childhood educator;
- Provide access to information and referral to help families access screening, assessment, and other specialized services in the community as needed, and;
- Offer programs that are flexible and adaptable to local community needs.

The Framework notes that one of the priorities moving forward is to, “*Create an effective approach to implementing Best Start Child and Family Centres*” and also states that an “approach” will be provided by September 2014. As part of this process, they plan to capitalize and build on applicable community action research such as results from the Niagara CIL project.

Our current CIL community action research task is to test our local Draft Framework. We are asking for feedback on this from the following committees: BSCFCRG, Hub Development, Niagara Aboriginal Children’s Planning Council, Fort Erie and Fairview sites of practice. Then, based on the collective input, we will make any revisions and vet a revised version through the BSCFCRG and EYNPC before releasing and reporting.

To that end, please review and refer to your attached copy of the Draft Framework and answer the following 4 questions. We will then record ‘big issues’ and ‘specific suggestions’ for each question at the meeting.

1. Are there any glaring issues or missing pieces that would limit or are not aligned with any service delivery or other activities planned by your committee? Please explain.

2. Any thoughts and suggestions concerning the following draft of a practical vision?

'Best Start Child and Family Centres will be highly visible, welcoming environments purposefully planned by the community in order to best support the optimal development of children and the strength, stability and connectedness of families in Niagara.'

3. The "How Niagara Does It" section suggests the inclusion of a practical example of how a BSCFC would look from a parent/child perspective (e.g. easy entry points, enhanced systems accessibility functions, play-based quality services, increased information and referrals). Do you like this idea for inclusion? Why or why not?
4. Do you have any additional suggestions for revisions to any part of the Framework (e.g. additions, deletions, wording changes, etc...)?