

 MINUTES	Date:	January 24, 2008
	Time:	8:30 am
	Location:	NWHU Board room
	Chair:	Donna Cutler
	Recorder:	Ann Anderson
Type of meeting:	Rainy River District Best Start Network Meeting	
Participants:	Kim Gardiman, Leanne Minneault, Judith Lindholm, Donna Cutler, Phyllis Kellar, Teresa Larson, Ann Anderson, Kim Anderson, Sandra Russell (by teleconference)	
Guests:		
Regrets:	Carolyn Skirten, Anne Marie Armstrong	
Absent:		

1) Welcome and Introductions

2) Review of Nov. 22, 2008 minutes: Accepted as presented

3) Old Business

- *Ministry Update:*
 - ✓ Unknown arrival of Best Start Planning allotment and Best Start Operational Funding to RRDSSAB – wait and see...
 - ✓ Annual Best Start network must submit an update most likely for June 2008.
 - ✓ Many staff changes going on in Ministry (in the North) and main focus has been gathering info to brief Minister once legislature is back in session.
 - ✓ Questions for Sandra: Rainy River OEYC is having difficulty using the capital \$s for BS Hubs by March, 2008 – Can it be carried over? NO, it cannot. A number of ideas were brainstormed in the afternoon session so that Leanne can take that back to them and see if one of the scenarios can work.
- *Committee Reports*

Recruiting Partners:

 - ✓ Talked about the idea of a Teacher-ECE exchange program sponsored by BS network and transition plan from Preschool – School.
 - ✓ Sandra reported that the MCYS is looking at “Early Learning” full day programs for JK instead of All day everyday JK programs.
 - ✓ NW Catholic has Couchiching Day coming in on Jan 31st to join their JK program and get a feel for what it is like.

ACTION – teleconference scheduled for Feb 26th @ 10am to discuss both the program and transition plan.

Monitoring and Evaluation:

- ✓ Online survey could be developed, request DAC from Early Years to help with this.

Communication:

- ✓ Best Start logo was chosen – may need to re-look at colours because as is it is very costly to reproduce. This committee will take that back and re-work and come up with new ideas. Kenora BS will be involved as well so that both districts will have the same logo – easy transition for customers using the service.
- ✓ Distributed Fact Sheet for front line workers – network thought it was very good as is – no changes necessary.
- ✓ Committee did a survey regarding needs of Best Start Hubs and the following things were purchased for PR and communication purposes: crayons, travel mugs, briefcases, book bag totes, laminators & film, table runners (all logos are in black and white). Most will be used for giveaways at Best Start Hub openings.
- ✓ Additional ideas from network were bookmarks, more promotion of the existence of Best Start
- ✓ Fact Sheet for FL workers will be ready for Feb/08
- ✓ Submit upcoming training or events (March, April and May) to Leanne M. for the BS Best Start Hub newsletter by the end of Feb/08
- ✓ Kim Gardiman was asked to do a presentation to the RRD Municipal Association
- ✓ This committee was asked to do a fact sheet regarding Hub Advisory Groups – Who, What and Whys

ACTION – Kim G is to ask the Municipal Association if they would like to have a member sit on the Network

- *Best Start Hub Development Update* – Leanne Minneault
 - ✓ See Work Plan attached – very thorough and comprehensive – hats off to Leanne!!!! No explanation necessary.
 - ✓ The Hub openings will have the following tag line in their PR “Best Start Opening – A Celebration of Moving Forward”
 - ✓ Recommendation for the Aboriginal Best Start Hub would be “Aboriginal Best Start Hub” but this will be discussed with UNFC group so that the name is agreed upon by all.
 - ✓ It was recommended that the Dates for Hub Openings will be given a 6 week time span with each hub choosing a date that works for them. Also included will be a statement something like this.....All Hubs must be open by April 15, 2008. (some kind of deadline)

- ✓ The satellite openings will be given the same 6 week time frame with a deadline of end of May, 2008
- ✓ Donna Cutler, as chair, will try to speak at all openings or assign a designate.
- ✓ Promotion costs will be worked out by Leanne M. or BS Hub staff so that we know what kind of planning \$ we will need to have for the openings (radio, TV, newspaper, food and entertainment)
- ✓ Donna Cutler spoke about “Red Flag” document that originated by York region. They are making it our own (northern focus) and will be ready to distribute, however the NWHU will not have the funds to reproduce it for all agencies. Some options are BS planning \$, or send the document electronically to the agencies and they can reproduce what they need for their staff or give money to NWHU to get it reproduced professionally.
- ✓ Survey in work plan (Accessibility for At-risk families) should not only be given to Ontario Works clients but also to Working poor families and Food Banks.
- ✓ NWHU nurses will be getting training on “Engaging High Risk Families” put together by Investing Kids. This training would be great for all network partners and their staff. Donna Cutler will look into that possibility. It would be a great training session to use for the “Summer Celebration”.

4) New Business

- See attached work plan courtesy of Donna Cutler

5) Other

- Reminder: Deadline for training and events for newsletter is Feb 8, 2008 into Leanne Minneault

ACTION - Key Messages for Local Hub Advisory was developed at the meeting – Donna Cutler will fine tune it.

6) Correspondence

- Thank you from Debby Cousineau for the gift basket – She loved it...

7) Next Meeting Dates and Adjournment:

- March 6, 2008 10:30 am – 2 pm, April 17, 2008 @ 10:30 am and June 5, 2008 @ 10:30 am