

EINS Board Meeting

November 24, 2007

Agenda

C Gallop, S Melanson, A Matthews, B Shea, M Hanington, J Gillis, S McCurdy, B Borden, D Lowe Whynott, B Putnam Regrets: D Dexter, J Ryan

1.0 Call to Order- 10:15, B Putnam

2.0 Approval of Agenda- addition of 6.4. Approval: S Melanson, A Matthews

3.0 Minutes of last meeting- Motion to Approve: M Hanington, C Gallop

4.0 Business arising from the minutes

4.1 Minister Streach - Service Agreements- Letter was sent to Minister Streach, there has been no word back. There is however a response coming down from the Ministers office, we are hopeful to have something back within two weeks or so, possibly a meeting with the department. Our first steps will be to get them to follow through on the commitment they made in service agreements, followed by discussion around salaries and caseloads. We will continue to work with Progress Club and will take political action with other parties/political figures if we do not hear something in a timely manner. Mary noted that it would be helpful to present DCS with some information regarding numbers of children requiring Early Intervention Services and how this relates to number we are able to serve, along with other related data (ie: number of births, number of children in each EI program in a year, etc.). Research and development will take a look at this issue and contact programs to get relevant information.

4.2 Credit Union- the cheque is in the bank (\$54,000)! It came with no stipulations; however we need to make a plan around how it will be used so that we may report back to Credit Union on how the money was used. Brenda noted that it would be nice if each program contacted their individual credit union to let them know who we are and how their contribution will affect our programs. We talked about approaching each EI Program to come up with a plan around what they would do with their share of the money (\$3000.00). January 30th, 2008 will be a deadline for programs to have this decided how they will spend the money. Brenda will send out an email with an attached form for programs to fill out and return to EINS. She will also write back to Bernie O'Neil of Credit Union to thank him and let him know our plan of action. *Motion: EINS will dispense the Credit Union funding of \$54,000 at the (digression) discretion of the Finance Committee. S Melanson, B Shea.*

4.3 Request for partnership for a conference with Lorraine Fox- The question of how much EINS wants to contribute to having Lorriane Fox to come present was asked. The

cost is \$3000 for two days (October 16/17, 2008). Airfare, hotel and meals would be added on top of that. Caroline mentioned that UEY would likely be able to contribute to this conference, along with EINS, Cumberland EIP and ECIANS. Brenda will email Natalie from Cumberland letting her know of the financial contribution we can offer, and suggesting that a committee be established to plan the conference.

4.4 Desjardin Financial Planning- Sarah will get in contact with them to check in on how things are going, and ask a few questions posed by programs around fees and ironing out details of how investments can work.

4.5 Dr. Bryson- We want to ask Dr. Bryson to do some follow up PRT training with EI's. There was indication that some programs have been contacted already about a day 2 training session. Brenda will write a letter to Susan RE: follow up training for all EI's province-wide.

5.0 Committee Reports

5.1- Treasurer- Statement circulated and reviewed by Sarah. Sarah also passed around the edited audits. *Motion: PFI staff (5) and Donna will receive Superstore gift certificates in the amount of \$100 each to a total of \$600. S Melanson, S McCurdy. Motion that treasurers report be accepted as presented. S Melanson, C Gallop.*

5.2- Parent Support Committee- no report.

5.3- PR/ Fund-raising- Mary and Jenny presented t-shirt information. Jenny will get a catalogue from Jet Cresting in Truro and email samples to PR Committee. Caroline will check into getting our EINS logo pin and have it made into a keychain. *Motion: Caroline will check into the price of the keychains, if cost is \$5 or under, up to 500 will be ordered, depending on what gives us the best price, based on her [disgression](#). B Borden, D Lowe Whynott.*

5.4- Membership- Jenny will check into active board members and notify those who have expired memberships. New memberships were received. Barb circulated a binder to be given out to new board members. Barb will organize on an ongoing basis. A verbal resignation was received from Paula Greene. Brenda will forward a written resignation to Jenny.

5.5- Advocacy, Research and Development- Procedures manual continues to be developed and edited. Another meeting is scheduled for January. The IFSP piece was completed and it will be further discussed when EI's meet as a group on November 28th, this section will likely need revision. It is a work in progress.

5.6- Partnership for Inclusion- Questions have arisen regarding OT hours, this has since been resolved via use of EINS personnel guidelines. PFI as we know it will most likely be ending in June. Carolyn sent a package requesting continuation of the project to Department of Comm. Services staff.

5.7- Web Development Committee- Jenny will ask Donna about adding EINS minutes (after they are approved) to website. Sarah will check into having our video added to the website as well.

5.8- Chair- Brenda was invited the Western Region meeting and attended on behalf of EINS. She has indicated that she is happy to attend meetings and represent EINS at individual EI Program meetings as needed. Discussion ensued regarding approaching Dept. of Ed., Health & Comm. Services, and Justice regarding joint funding for EI Programs. Brenda will follow up on this with Nancy Taylor and Denise Stone. Sarah will talk it over with Rose Coach.

6.0 New Business

6.1 Correspondence- Perfect Pen and Stationary has sent a sample keychain along with pricing information. Caroline will use this information in getting pricing for the keychains. Newsletter was sent from Nova Scotia Council for the Family.

6.2 AGM - Child Abuse Protocol- ECIANS and DCS will be approached looking into having Child Abuse Protocol reviewed at our AGM. Other sources could be contacted as well if necessary.

6.3 EI Month - February- EINS will organize a session with Dept. of Environment & Labor on Occupational health & safety for Program chairs. Ashley suggested EI's wearing something similar to nametags during EI Month. Suzanne added that Credit Union staff could wear them during this month as well. Brenda will contact EI Programs about presenting Credit Union with nametag additions as part of connection with local credit unions.

Bernie got pricing of magnets for Truckers' Association, a 6x6 magnet would cost \$5.00 each. Brenda will contact them to see if they would like to participate in this. Brenda will then contact Mary re: approaching Kari to design and produce the magnets.

6.4 Rose Couch's new position- recently hired to be the Early Childhood Coordinator within the Dept. of Health Protection and Promotion. We will send her a letter, poster, bag and a pin from EINS welcoming her to her new position.

7.0 Next meeting date- 10 am on January 19th, storm date 26th.

8.0 Adjournment 3:15, B Putnam