

EINS Board Meeting Minutes

May 3, 2008

Present: B Borden, B Putnam, C Gallop, A Matthews, B Shea, J Ryan, J Gillis

Regrets: D Dexter, S Melanson, M Hanington, D Lowe Whynott, S McCurdy

1.0 Call to Order (10:10)

2.0 Approval of Agenda (10:10)- addition of 6.6 (parenting conference). Approved C Gallop, B Shea

3.0 Minutes of last meeting (10:15)- change 5.7 (Marika Latham, not Marika Holmes). Motion to accept minutes as changed. B Shea, B Borden

4.0 Committee Reports (10:20)

4.1 Treasurer- report submitted and reviewed (Comparative Income Statement to end of March 08). **Motion: Accept Treasurer's report as submitted with total revenue of \$458,755.92 and total expense \$426,363.03 (C Gallop, A Matthews)**

4.2 Parent Support Committee- no report

4.3 PR/ Fund-raising

4.3.1 T-shirts- approx. 110 have been ordered. Second order placed this week. There will be a third order placed once enough are ready for a 3rd order. Anyone wanting t-shirts can contact Jenny Gillis.

4.3.2 Key chains- approx. 100 have been sold. Caroline will bring them to the AGM in June. Anyone wanting any can contact Caroline Gallop.

4.4 Membership- membership list updated with names from parents applying for funding support. Newsletter has been submitted to Donna to be added to website. Snail mail versions will be sent out this week to those for whom there was no email address given (a note will go with those requesting email addresses). 250 new EINS brochures were printed.

4.5 Advocacy, Research and Development

4.5.1 Hay Group- Sarah has been in touch with the Hay Group regarding a salary review for Early Intervention. Ashely noted a website for professions within Nova Scotia that gives a measure of this as well. She will forward this information to Sarah.

4.6 Partnership for Inclusion- Leadership event was held and went well. Brenda purchased pottery bowls for the staff as a thank-you. Project ends the end of June. Brenda suggested recognizing their efforts at the EINS AGM in June with a \$250 giftcard from Sobey's and a \$250 giftcard from Superstore for each staff person. This way they will not be taxed on the amount. **Motion: \$250 from Superstore and \$250 from Sobey's will be purchased for each of the Partnerships staff members A Matthews, J Ryan.** We also talked about contacting centres to create a thank-you card for each staff person to make it more personal.

4.6.1 Surplus- there is currently a surplus from the partnerships project. EINS will continue discussions with DCS to negotiate how this will be spent.

4.7 Web Development Committee- Donna submitted a report. EI Program addresses have been changed. Minutes have been added to website, as well as Spring 2008 newsletter. Jenny will send March 2008 minutes to Donna to be added, now that they have been approved.

4.8 Chair- EINS exec. has had meetings with Natalie Downey and Marika Latham regarding Parenting Journey. Brenda attended Credit Union AGM with a family receiving EI service and it went very well. Brenda has contacted Darryl Dexter (NDP) to set up a meeting and has not yet heard back. Caroline & Brenda met with Stephen MacNeil (Liberal). Brenda went to meet with the Trucker's Assoc. and shared with them how thankful we are that they have been such a constant support to us. Brenda will write a letter to NSHSC as discussed at last meeting.

5.0 Business Arising from the minutes (11:20)

5.1 DCS – After the meeting with DCS, they have agreed to pay “actuals”. They have suggested that a regional rep. will be in contact with programs to review amounts on financial statements. Denise has a meeting with George Savory in June to discuss the beginning of a committee to look at service contracts.

5.1.1 Next Steps- we will wait and see what comes out of the meeting with Denise Stone and George Savory before deciding how to move forward.

5.2 Credit Union- Ashely is putting together a powerpoint of pictures to be used at the next Credit Union AGM as well as any other venue felt to be appropriate. Janice will send some parent quotes from her program, translated into English to be used with the slideshow. There has been some turn over in terms of an admin. assistants at Credit Union, so we are in a bit of limbo for receipt of monies from them, but we do have a commitment and expect to hear word as soon as it is possible.

5.3 Lorraine Fox Conference- Lorraine Fox will be coming on October 16th & 17th for a 2 day workshop on professional morale at Liscombe Lodge. Cost is \$140 per person, plus \$50 registration. Discussion around programs finding it difficult to send all staff to this due to low PD funding in service agreements. Brenda will discuss this with Denise.

5.4 Parenting Journey Training- Department of Community Services will be using some materials from the Invest in Kids Home Visitor training for the new Parenting Journey Project, especially for the Early Childhood component. They will very likely be contracting the Institute for Human Services for the youth component training; DCS will be talking with Anna from the Institute on Monday about this. Training will begin in June, and it will be very general to start off.

6.0 New Business (1:20)

6.1 Trucker's Association- Brenda met with Trucker's again this year, and they have again generously supported us to help fund Parent Ed. requests. Brenda will write a letter to them once we receive their cheque, addressing the fact that

while we are receiving Credit Union Funding, their funding has been our only constant and that it goes directly to parents, etc. We are going to look into getting decals done for Trucks. Ashley will work on the design and Jenny will send PDF of "little man" to Ashley and check into pricing to get them printed onto vinyl (Caroline mentioned contacting Brian Delaney to find out about printing). Brenda will contact Truckers to get date from which point we have received their support.

6.2 Correspondence- Brenda has received a request to buy pens to be considered as a fundraiser.

6.3 Supported Child Care policy- The province has changed the way they fund children requiring supported child care and the amount parents can make to qualify for subsidy. In all likelihood, it will cost programs more money to include children with diverse needs. We need to understand more about how this works. Brenda suggested asking Denise to come to our AGM and explain the changes to people.

6.4 Meeting with Stephen McNeill- Caroline and Brenda met with him to inform him about Early Intervention. He seemed very interested and the meeting went very well.

6.5 AGM- The cheapest location Sarah could find was Chocolate Lake Hotel, and it was more expensive than the \$1500 we had allocated in the budget. ***Motion: EINS budget will increase the total amount available for the AGM to \$2000 (B Shea, J Ryan).***

6.5.1 Location- Chocolate Lake Hotel, Halifax

6.5.2 Format- Brenda got a video on Theraplay which we will run at the AGM. She has also been in contact with Theraplay trainers, but it was too expensive to have them present. Ashley has info on a clinician who practices theraplay on Quinpool Rd, Ashley will forward her info to Brenda who will check into having her come to our AGM to answer questions if need be. Jenny will request that committee reports be submitted ahead of time to save time at the AGM business meeting, and circulate to membership for review. Jenny will send all reports to Barb who will bind them to be circulated at AGM. Ashley and Janice will look into having door prizes.

The other requested topic was having a negotiator come to speak with us about how to negotiate with DCS. Brenda will look into this. Janice mentioned having someone come in to speak about conflict resolution. She will look into this.

6.6- Parenting in Your Child's Early Years. We have had a request to donate a t-shirt and set up a table at the conference this weekend. We will gladly do this. Caroline & Jenny will set up our poster board, and Jenny will donate a t-shirt (and let Donna know).

7.0 Next meeting date (1:50)- Sept 20 @ 10:00

8.0 Adjournment 2:00 C Gallop