

EIINS Board Meeting  
September 19 09  
9:30 – 2:30

Present: Ashley Matthews, Brenda Putnam, Janice Ryan, Denise Lowe Whynott, Barb Shea, Mary Oxner, Suzanne McCurdy, Leah Quilty, Sarah Melanson  
Regrets: Bernie Borden, Mary Hanington, Jenny Gillis., Donna Dexter

1. Sarah Melanson welcomed board back and especially welcomed Leah Quilty, new board member from Eskasoni
2. Introductions all around.
3. Board participated in an ice breaking activity.
4. Call to Order
5. *Motion to accept agenda as amended* H1N1 added in New Business  
*Brenda Putnam and Janice Ryan*
6. Minutes of last board meetings (May and June) in June's minutes accountant's name Cy is changed to Cy Mayo. *Motion to accept May's minutes as presented and to accept June's as amended: Mary Oxner and Suzanne McCurdy.*
7. Business Arising
  - 7.1 Brenda Putnam negotiated with insurance company to have the same insurance as at the program level and it would come in under \$1,000.00 (director's liability insurance) Heffler Inkpen. Many programs are on this insurance which was originally organized by Cumberland Program.
  - 7.2 Meeting with Dept with. of Community Services  
Met on June 30<sup>th</sup> George Savoury, Nick Phillips and Virginia O'Connell - September on Service Agreements
    - September meeting on the 15<sup>th</sup> with Nick Phillips and George Savoury
    - meeting planned with the minister of Community Services in December
    - Next steps: Board Chairs and Executive Directors to be brought together again to plan advocacy
    - Nick Phillips to be invited re. explanation of Service Agreements
    - Working group on Service Agreements may be re-established
    - November 14<sup>th</sup> date for board chairs and Executive Directors and EINS also board of EINS to meet beforehand

- 7.3 Credit Union  
 - Sarah Melanson to arrange for a meeting with Anne Stephanic
8. Committee Reports
- 8.1 Treasurer
- In Donna Dexter's absence, Mary went through the balance sheet and income statement
  - *Motion to accept financial statements: Mary Oxner and Ashley Matthews.*
  - *Motion to extend signing authority to Mary Hannington and Barb Shea; Brenda Putnam, Sarah Melanson and Donna Dexter's signing authority will stay in place: Brenda Putnam, Mary Oxner*
  - Donna Dexter to be asked to figure out if it would make sense to move money to the Credit Union (from the Royal Bank) at least part of the funds.
- 8.2 Parent Support Committee – Parent Education funds being accessed to come under the report for this committee in future.
- 8.3 PR/Fundraising – Ashley now has the notepads and PR materials. Will give some to Leah Quilty to give out at a First Nations meeting in Moncton. Ashley will do an inventory to be available at November meeting. Mary Oxner to have digital radio EI promo pieces to be available in November
- 8.4 Membership – No Report
- 8.5 Advocacy, Research and Development – Mary Oxner - Working on a one page document for government outlining the financial impact of Early Intervention on the range of government departments.  
 - Also comparison of salaries ei/community services staff
- 8.6 Web Development – report attached
- Awaiting on the marketing competition before making any changes on the website
- 8.7 Chair – report attached
- Met with Progress Centre board
  - Board interested in working with EINS as far as advocating with government
  - Hay Group report circulated in July
  - Procedures manual circulated to boards
  - Parenting Journey remaining funds to be forwarded to Non Profit in Halifax to administer

*Motion to accept all reports as presented: Ashley Matthews, Denise Lowe Whycott*

9. Correspondence

- July 7, 2009: Email from Sarah Melanson to EI Programs/ Board Chairs re. update on meeting with DCS.
- July 21, 2009: Letters from Sarah Melanson to Stephen MacNeil, Darrell Dexter, Graham Steele, Maureen MacDonald, Marilyn Moore, Denise Peterson-Rafuse re. congratulations on your election and information on Early Intervention Programs in Nova Scotia.
- August 10, 2009: Email from Sarah Melanson to EI Programs and Board Chairs requesting update on advocacy in their area with MLA's
- Aug 11 2009: Email from Sarah Melanson to Ms. Natalie Downey, NS Dept. of Community Services re. plans for residual money from parenting journey training
- August 11 2009: Email from Sarah Melanson to George Savoury and Virginia O'Connell, NS Dept. of Community Services re. Hay Group Report and definitions page.
- August 19, 2009: Email from Sarah Melanson to EI Programs re. Lisa Gower's meeting with Minister of Community Services with status of advocacy initiatives attached
- Sept 1, 2009: Letter from Sarah Melason to Ms. Natalie Downey, NS Dept. of Community Services re. plans for residual money from parenting journey training
- Number of thank yous from parents who received funds from Truckers assoc. to attend conferences – Barb to scan and forward to Brenda Putnam to let executive know.

10. New Business

- Advocacy re. EI programs in the first nations communities. Leah would like some help in spreading awareness of early intervention. There is a lot of interest in services of early intervention in Eskasoni, but not a lot of awareness at the band level. Sarah Melanson to facilitate putting together a meeting also Brenda Putnam, Brenda MacInnis, possibly Isabel den Heyer.

6.4 H1N1- Health Promotion and Protection and toolkit Workplaces and Child Care Centres are the two tool kits we need to look at.. Boards need to be consistent as far as how people should be able to stay home. Barb to contact programs with instructional website and two pertinent tool kits.

Committees: Parent Support: Barb Shea

Public Relations/ Fund Raising: Mary Hanington, Ashley Matthews, Jenny Gillis

Advocacy : Leah Quilty, Mary Oxner, Sarah Melanson, Brenda Putnam

Finance: Donna Dexter, Denise Whynott and Suzanne McCurdy

Web Dev.: Donna Dexter

November 14<sup>th</sup> – time TBA (before the EDs and Board Chair Meeting)

Upcoming Meeting Dates:

January 9<sup>th</sup> snow date 16<sup>th</sup>

March 6<sup>th</sup> snow date 27<sup>th</sup>

May 1<sup>st</sup>

June 18<sup>th</sup>

Meeting adjourned at 1:53

*Respectfully Submitted,  
Barb Shea*