



“We will gather, interpret, and share meaningful information and resources that can positively affect the early years in local communities”

UEY Advisory Committee: Agenda/Minutes

Date: January 9, 2008

Place: Community Council

Attendees: Alison Preece, Michele Fryer, Colleen Hobson, Jane Worton, Carolyn Vincent, Enid Elliot, Carol Antoine

Guests: Prairie Escalier, Janis Johnson, Ragnhild Flakstad

Chair: Alison Preece

Regrets: Jan White, Mary Egon, Jodi Sturge

Agenda January 9th, 2008

1. Welcome and Introductions
2. Overview of the Workplan components
3. Discussion of each component
4. Decision- approval of workplan

Next Meeting Wednesday February 19th, 2008

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
Early Development Instrument			
PIDACS - report and gathering	Editorial changes were recommended to our PIDACS report and were sent to Malatest in December. These editorial changes addressed concerns we expressed about the over-sampling of high income, highly educated parents, and low sampling of single parent families. Joanne Barry from Malatest stated they would share a final version of the report for our review when it was ready.		
Asset Inventory •			
Mapping •	Jodi has been determining what will be involved to create a on-line google map of parenting supports for the PLAY website.		
Communications •			
Mapping Report •	All final Early Years reports are now available on the PLAY website.		
Community Action Plans	PLAY leadership is organizing a two day session where PLAY and early years coalitions will come together to discuss the mapping reports, their		

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	<p>implications, and recommendations. A consultant with ECD knowledge will be contracted to support the review and analysis.</p>		
<p>Early Childhood Atlas & 2008 Workplan - Work Plan</p>	<p>Jane, Stephanie and Jodi met to discuss ideas for the 2008 work in preparation for UEY Advisory approval at the January 9th meeting.</p>	<p>Prairie shared input from the Coalition of Neighbourhood Houses that they were strongly recommending the UEY project work speak to poverty in our communities.</p> <p>Child Care Briefs was approved. Suggested and agreed upon ideas included:</p> <ul style="list-style-type: none"> a. add a page that addressed poverty- incorporate available information on local poverty stats by municipality, as well as research that tells us how poverty impacts access to care, and how child care can support children living in poverty. b. Include a “What’s wrong with this picture” box outlining discrepancies, highlighting what’s wrong! c. Include a personal story from a parent in each municipality d. Review existing local 	<p>Stephanie will finalize work plan, including dates and budget.</p> <p>Stephanie will send the work plan for electronic approval to PLAY leadership</p> <p>A sub-group of UEY Advisory will meet before the February meeting to approve budgets and support proposal development for accessing PIDACS data.</p> <p>Stephanie will connect with CAP C to find out if they would like any support for the completion of their research- eg. disseminating the findings</p>

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
		<p>research on poverty and make recommendations to PLAY</p> <p>Early Years Awards was approved by the Advisory with the following suggestions:</p> <ul style="list-style-type: none"> a. Change Awards to Recognitions b. Change BEST, to Favourite c. Add one open ended question to learn about other things that support parents in the community d. Add question: Favourite places for parents to connect with other parents e. Add a question to learn about some kind of innovative or brilliant ideas that are being implemented that are not well publicized f. Learn about Salt Spring Island’s family friendly restaurant program they completed g. In the media releases, raise poverty- eg. note how poverty interacts with barriers to accessing services h. Allow early years groups to personally deliver the 	

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		<p>‘recognition’ stickers and letters if they choose- each group will be provided with a list of the nominations for their area, along with the reasons parents identified.</p> <p>Parenting- Informal Supports and Connections was NOT approved by the Advisory for the following reasons:</p> <ul style="list-style-type: none"> a. Capital Children (CAP C) were given funding to undertake their own research on where parents gather, their interest and ability to attend programs at centres etc. PLAY and UEY could learn about informal gathering places from this current work. b. Triple P parenting will be focusing on an Island wide universal media campaign targeted to parents c. Each of the service providers at the table did not feel the proposal could clearly demonstrate what it would achieve of significant benefit to their organizations/services. They 	

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		<p>recommended setting it aside.</p> <p>d. The UEY work plan without the parenting piece already takes up a lot of time and we could expand some of that work easily enough if we just focused on the child care briefs, recognitions and google map, and other UEY work.</p> <p>It was recommended that UEY connect with CAP C to find out if UEY could lend support in the final stages of their research, eg. disseminating findings.</p>	
Appreciative Inquiry			
Other			Stephanie will reformat the minutes to reflect new areas of UEY focus: Child Care, Early Years Recognition, Parenting, PIDACS, Communications, Atlas.
Next Meetings	Next official meeting is February 19 th , 2008 at the Community Council office- 3948 Quadra Street.		



“We will gather, interpret, and share meaningful information and resources that can positively affect the early years in local communities”

UEY Advisory Committee: Agenda/Minutes

Date: March 19th, 2008

Place: Community Council

Attendees: Alison Preece, Jane Worton Jody Bauche, Stephanie Gabel

Chair: Alison Preece

Regrets: Michele Fryer, Margot Edwards, Linda Leone, Jodi Sturge, Enid Eliot

Agenda March 19th, 2008

5. Awards- decision, info, discussion
6. Google Map- information
7. Child Care Maps- discussion
8. PIDACS- discussion
9. Mapping Reports- info
10. Budget- info and discussion

Next Meeting April 16, 2008

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
Early Development Instrument			
PIDACS <ul style="list-style-type: none"> - report - proposal to HRSDC 	We received a hard copy version of the final report. Changes were made that we recommended, however, not significant ones.	REPORT: UEY task group members at the March meeting discussed several strategies concerning distribution of the report. Further discussion and decision will be made upon receipt of electronic version. One strategy would be to hold the report back as it has potential to do harm as the report makes it look like our community is doing better than we think it is doing and may impact funding allocations as funding is distributed by need- this was not mentioned lightly as members appreciate that this is a public document and our priority is to share information publicly. Another strategy would be to directly insert a one page summary of the concerns we have, and clearly ask readers to “As you read the report, we’d like you to keep in mind the following...”. Another strategy was to only distribute the report in person, when we can provide context. One member suggested that it might be time for us to call upon the convention of children’s rights as the disparity and	Decision of the committee was that we would wait until the electronic version was provided, and when we had the raw PIDACS data to prepare the one page insert. Jane would look into core housing and poverty reduction data.

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
		<p>inequity in our communities was increasing.</p> <p>Decision of the committee was that we would wait until the electronic version was provided, and when we had the raw PIDACS data to prepare the one page insert.</p> <p>PROPOSAL: We will request to keep PIDACS data on file for 5 years. We will also obtain as much economic data for families with young children as we can., including core housing needs statistics for families with children and poverty reduction stats.</p>	
<p>Mapping</p> <ul style="list-style-type: none"> • 	<p>Google map was completed. Child Care maps are in progress.</p>	<p>Two child care maps were shared with members for input. These will be used for the child care briefs. Minor suggestions were made.</p>	<p>Jodi will finalize the maps for end of March.</p>
<p>Communications</p> <ul style="list-style-type: none"> • 	<p>PLAY established a committee to hire a communications consultant to create the PLAY communications plan. Committee members are: Jan White, Colleen Hobson, Stephanie Gabel and Prairie Escalier.</p>		
<p>Mapping Report</p> <ul style="list-style-type: none"> • 	<p>Mapping reports were taken in for binding and will be ready for distribution at the end of March.</p>		<p>Stephanie will distribute mapping reports in march and april.</p>

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
Community Action Plans			
<p>Early Years Awards</p> <ul style="list-style-type: none"> - committee rep. - prizes - media contact - general update 	<p>Consultants were brought in to design the awards logo, and to support promotions. Stephanie met with the Success By Six Public Awareness Committee- Anne Cirillo was named as the Sby6 rep. Colleen Hobson will represent PLAY leadership.</p>	<p>Alison agreed to be the UEY representative to sign off on the logo/decal design. She also agreed to be the media representative for UEY Advisory. The committee okayed Stephanie sign off authority for UEY advisory if Sby6 and PLAY leadership had different ideas than UEY Advisory.</p> <p>It was decided that all nominations would receive a decal, and we will not create stickers if funds were not available as they were more costly than the decals.</p> <p>Advisory suggested that the decals be given to nominated organizations/businesses at their respective places of operation- at least for the top three in each category where an additional letter/plaque will be given. A photo would be taken, and media can be contacted prior to date.</p> <p>Other prize suggestions included: 5th Street Bar and Grill, Green Cuisine, Art Gallery, Music Together, National Parks Pass, Book Stores, Demitasse downtown, John’s Place.</p>	<p>Four contracts will be created to complete Awards work: two for promotions, one for the logo, and icon design from Atomic for the google map. Decal design will be finalized by March end. Google map icons will be completed by month end.</p> <p>Alison agreed to follow up with book donations.</p> <p>Jane agreed to follow up on passes to the Art Gallery and Music Together classes at the Music Conservatory.</p>

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Other	Stephanie connected with Ellen Garvie from CAP C in March, and agreed to meet in April.		Stephanie will reformat the minutes to reflect new areas of UEY focus: Child Care, Early Years Recognition, Parenting, PIDACS, Communications, Atlas.
Next Meetings	Next official meeting is February 19 th , 2008 at the Community Council office- 3948 Quadra Street.		



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UEY Advisory Committee: Agenda/Minutes

Date: April 16, 2008

Place: Community Council

Attendees: Alison Preece, Carolyn Vincent, Enid Elliot, Jody Bauche, Stephanie Gabel

Chair: Alison Preece

Regrets: Michele Fryer, Margot Edwards, Linda Leone, Jodi Sturge

Agenda April 16th, 2008

11. Awards Update- Info (15 min)
12. UEY Meeting Schedule- revisit UEY meeting time- discussion (5 min)
13. Website- discussion and info (25 min)
14. Map Launch- discussion (10 min)
15. Child Care Maps- info (10 min)
16. Child Care Updates (10 min)
17. Lessons Learned- discussion (25 mins)
18. What's Ahead- info (10 min)

Next Meeting May 6th, 2:30 to 4:30

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
Atlas	Stephanie, Jodi and Jane completed the VIHA survey for their GIS strategic planning process. Stephanie participated in two additional meetings.		
Knowledge Mobilization- Child Care	<p>Joanne Cruickshank and stephanie have been contacting child care centres to put together a focus group of providers to discuss enabling and constraining municipal by-laws for child care. Child care maps will be finalized by Jodi once 2006 census data has been acquired to create a updated dot-density layer. Data from UEY has been applied to Lynell Anderson’s costing framework and was presented at the Regional Child Care meeting on April 10th. A meeting with Chuck Eamer, director of MCFD for the island was convened by Patti Simmons on March 28th with Collen Hobson, Jan White, Enid Elliot, Patti and Stephanie to discuss the recent UEY child care update, and to learn more from MCFD about planning for child care in our region. It was an encouraging meeting.</p>	<p>Stephanie informed the members that obtaining enough participants for a focus group was becoming challenging. She presented an alternative strategy which would entail meeting with municipal planners and child care operators individually. Due to the additional time required with this strategy, she recommended that the number of briefs created be reduced to 6- Victoria, Saanich, Colwood, Langford, Sooke and Sidney. Advisory supported this recommendation.</p> <p>Enid provided a summary of the child care work being undertaken with Lynell Anderson. The work will be completed in June. The costing strategy focuses on reducing gaps in affordability, quality and access eg. currently 80% of costs of care are paid by parents, and the RCCC plan will reduce this to 20%. Quality was given the highest</p>	<p>At next child care meeting Stephanie will ask RCCC if they’d like to present the municipal briefs to councilors and planners.</p> <p>Stephanie will proceed to develop the briefs as outlined in the revised strategy.</p>

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
		<p>priority in the 5 year phasing strategy. Building on what exists and our strengths has been the focus- eg. factoring in Strong Starts and kindergarten programs. Other communities, such as Nelson and Duncan, are also interested in doing something similar. Final meeting with Lynell will be on May 14th.</p>	
Communications	<p>A consultant has been confirmed for the communications plan. Michele Penz of Calico Communications.</p>		
Community Action Plans	<p>The work on the communications plans to hire a consultant has been postponed until the communications plan contract is well underway.</p>		
Early Years Awards - update	<p>Logo was finalized. Promotional ads were created for Island Parent May issue, and for Kids in Victoria website. Poster and survey/brochure are completed and distribution strategy is underway. A list of media contacts has been created. A web page for the Awards and the survey have been uploaded onto the PLAY website. Prizes have been acquired.</p>	<p>Stephanie showed the Early Years web pages to members and provided an update on progress. Members wanted to know if this is something we could do every year and how we can keep it sustainable and built into the PLAY action plan. Members felt there were many opportunities for partnership to help sustain the awards. Also, it was pointed out that we also want to make sure that the Awards remain independent and not seen as too linked to business. Stephanie informed the group that</p>	<p>Stephanie will send out an email advert to UEY advisory so they can share it with their distribution lists- eg. Reach and Education list serves. Jody Bauche offered to work with Margot to deliver the survey at VNFC.</p>

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		<p>an evaluation of the awards will be undertaken, and that there are plans to look at how nominations of champions (i.e. individuals) could also be included. Generally, people were really excited about the awards.</p>	
<p>Evaluation - lessons learned</p>	<p>In February, UEY received 8 requests for information, mostly for child care data. HRSDC has provided us with a new Evaluation template.</p>	<p>As preparation for our evaluation and final report, Stephanie will be asking Advisory members to share their thoughts on lessons learned and successes at each meeting. Our first discussion generated many useful insights such as:</p> <ul style="list-style-type: none"> a. why was so much work put into pidacs and we still have nothing to report on- needed more clarity and purpose, particularly when you go into schools and work with teachers- it’s personal b. lack of clarity and shifting ground throughout the project- slow to start c. opportunities are available to use the information positively- such as for the Educational Ehnancement Agreement with SD61, for other school district planning (literacy plans, Strong Start) d. we were successful in mobilizing the child care information due to having funds that was valuable for labour and resources- we now have 	

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		<p>tools to share with other communities.</p> <p>e. we learned just how long it takes to ensure confidentiality and how important it is to have resources up front to manage and use information in a timely way- this kind of research project requires a longer timeline- learned how intensive the work it so access the information we have</p> <p>f. we have been successful in gaining representation from various constituencies- university etc.</p> <p>g. mapping as a tool to communicate was valuable- showed us it’s potential, and how it makes people aware.</p> <p>h. child care report and the follow up meeting were successes</p> <p>h. on the ground, a focus on assets has been positive- has perhaps created a conceptual shift in thinking</p> <p>i. recognition of how poverty and disparity are fundamental</p> <p>j. child care work revealed the absence of basic data- not being systematically tracked- meeting with Chuck Eamer</p> <p>k. we learned how the governance structure works</p>	

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Mapping Reports	Reports are being distributed.		
PIDACS	Electronic report has not been distributed yet. Stephanie will re-do PIDACS proposal in April as a new template was provided at March HRSDC-UEY meeting in Ottawa.		
Website - show new info	A google map of parenting supports was uploaded onto the PLAY website. A series of pages for each municipality and First Nation were also uploaded with an accompanying map.	Stephanie showed members the google map of parenting supports and the new municipal profiles pages. One member stated they liked how it framed the context of the child into the community and provided access to inform on specific neighbourhoods- centred around the child. We discussed the kind of information that could be included in each profile, and how to address the EDI information that is currently provided in the EDI neighbourhood profiles on the site. Members seemed to agree that the EDI neighbourhood profiles could be removed if the information was transferred to the municipal profiles as some members do use the data for funding applications.	As suggested by Jody, Stephanie will contact Mary Ellen Turpel-La Fond’s office to see if they’d be interested in promoting our site and information as it looks at assets, not deficits.

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<p>Other -Map Launch? - what’s ahead</p>	<p>Stephanie and Jody Bauche will be attending the Children’s Summit of the Making Cities Liveable Conference in Santa Fe first week of June.</p>	<p>Stephanie introduced the idea that UEY, Success by Six host a community celebration and map launch in the summer/fall. People were very supportive of the idea. General discussion touched on, when to have it, to piggy back it on another event if held in the summer, how to get the most people out. Celebrations can make the work UEY and Success by 6 does more visible and tangible.</p> <p>Stephanie handed out a one page sheet outlining project milestones for the remainder of the project.</p>	<p>Put discussion of a celebration on next meeting agenda.</p>
<p>Next Meetings - meeting time?</p>	<p>Next official meeting is on May 6th 2:30 to 4:30, and will be held at the Community Council office- 3948 Quadra Street.</p>	<p>After considerable deliberation and schedule juggling, the following meeting schedule was set for the UEY until September.</p> <p>May 6th, 2:30 to 4:30 June 10th, 2:30 to 4:30 July 8th, 2:30 to 4:30 August 12th, 2:30 to 4:30 September 9th, 2:30 to 4:30</p> <p>It was recognized some shifts in scheduling may be required during the summer months.</p>	



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UEY Advisory Committee: Agenda/Minutes

Date: June 17, 2008

Place: Community Council

Attendees: Carolyn Vincent, Michele Fryer, Colleen Hobson, Jody Bauche, Jodi Sturge, Stephanie Gabel

Chair: Alison Preece, not present

Regrets: Enid Eliot, Carol Antoine, Alison Preece

Agenda June 17, 2008

1. Upward Amendment (info)
2. PIDACS report (info and discussion)
3. Awards (info and feedback on Awards letter)
4. Child Care briefs (info and feedback on draft Langford brief)
5. Update on communications plan and action plans
7. Next meeting

Next Meeting July 8^h, 2:30 to 4:30

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
Atlas			
<p>Knowledge Mobilization - child care briefs- input on Langford brief</p>	<p>Briefs are in the draft format and will be reviewed on Thursday June 19th by Jan White, Liz Bloomfield, Heather Kay, Prairie Escalier, Nicky Logins, Belinda Macey and Enid Eliot. We will confirm purpose, content and distribution strategies. Maps are close to being finalized.</p> <p>Stephanie met with Emily Adin, planner from Langford, and received input on the brief. The brief has been sent to planners in Central Saanich and Colwood for input. Contact needs to still be made with planners in Sooke and Saanich for input on their respective briefs.</p> <p>All early years groups and the Regional Child Care Council have been updated on the status of the briefs.</p>	<p>Michele provided her comments on the briefs electronically. Jodi suggested we integrate Awards info into the letter to compliment the tone of the briefs, and add an extra acknowledgement of the positive things underway in each municipality.</p> <p>There was a question on whether we wanted to still include information related to poverty.</p>	<p>Committee members will provide feedback electronically, if they have not done so to date.</p> <p>Brief content will be finalized at Thursday’s (June 19th) meeting with the child care stakeholders.</p> <p>A dissemination strategy will be developed with early years coalitions and regional child care members.</p>
Communications	A draft communications plan has been submitted to PLAY by Calico Communications.	Colleen gave an update on the communications plan. It is ambitious and PLAY will have to prioritize the tactics that are recommended. There are many recommendations for	Colleen will follow up with CAFCA to finalize the MOU.

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
		revamping the website.	
Community Action Plans		<p>Michele and Colleen gave an update on the community action plan contracting process. 5 responses were submitted and two were shortlisted. Penny Coates was contracted and has extensive background related to research and action planning for young children. She has developed a early years action plan for Surrey. UEY will contribute \$5000 (half) of the cost of the contract to create the plan.</p> <p>It was decided that CAFCA would hold the contract for this work, not Community Council.</p>	Stephanie will draft a MOU between UEY and CAFCA for the contract. Colleen will work with CAFCA to finalize the MOU.
Early Years Awards - update - input on Awards letter	<p>We closed the survey on June 2nd. Over 280 parents and caregivers responded. Results are now being cleaned up. Nicole Pointon will be contracted again to develop materials for media and to publicize the results.</p> <p>Decals will be ordered once Stephanie has confirmed the number of nominations that have been submitted.</p>	<p>Stephanie shared some preliminary results with the committee. Nicole Pointon will be contracted to develop a media release to share results. Stephanie will finalize the results. Questions that arise during the process of data cleaning and determining top nominations in each category will be addressed by Stephanie, Jodi, Colleen, Alison and Anne (Success by Six).</p> <p>Suggestions were offered to partner next year with organizations such as BC Housing. Stephanie will prepare</p>	<p>Stephanie and Nicole will finalize a public and media release of the results.</p> <p>Stephanie will work with the Early Years coalitions to prepare the dissemination of the decals.</p>

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
		<p>a final report to submit to PLAY and Success by Six and will include opportunities and recommendations for subsequent years.</p> <p>Stephanie and Jody will look into other google functions that will make navigation of the on-line map more user friendly, and would allow a map to be blown up and printed out. If budget allows, we will ask Atomic to integrate new features. Also, a separate map displaying the Awards will be considered.</p> <p>Other category suggested by Colleen was: best bus driver.</p>	
Evaluation			
Mapping Reports			
PIDACS - Report and data	Awaiting from the Feds to learn when they anticipate the report will be approved and ready for public dissemination.	Stephanie reported that we do not have word from the Feds as to when our report will be approved for public dissemination. UEY advisory, PLAY and Community Council will meet to discuss appropriate dissemination of the report. Jodi and Jane have advised that we wait to release the report until we have our PIDACS data and that this info should go in the one page letter that	<p>Stephanie will inquire with the FEDS if there is a more expeditious way to obtain PIDACS data.</p> <p>Stephanie and Jodi will meet to plan the analysis for the briefs so it is ready to go once we have data in hand.</p>

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
		<p>accompany’s the report. Recommendations or guidelines could be drafted to assist those who may use/request the information from PIDACS. This discussion will continue at a later time.</p> <p>Michele and Colleen will be presenting to Success by Six on Thursday (June 19th) and the Advisory approved the use of information from the PIDACS report to be used in their presentation.</p> <p>Question was asked what the real likelihood was that we would get the data while UEY is still going.</p> <p>Jodi suggested that it might be worthwhile to inquire with the FEDS if it would streamline/expidite the approval process to acquire data if we made a more specific request for data variables.</p>	
Website			

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Other - Upward Amendment	A joint celebration with Success by Six during the summer will not be feasible (This was a proposed event to both acknowledge the work communities are doing with Success by Six support, and to announce the top three nominations in each of the Early Years Awards categories.)	<p>We received approval for our upward amendment of an additional \$10,001. Stephanie went over the planned expenditures with the Advisory.</p> <p>There was agreement on expenses budgeted for professional fees for remainder of UEY.</p> <p>Colleen inquired about the process that was used to approve spending on Stephanie and Jody B’s travel to the Making Cities Livable Conference. This expenditure was approved internally by UEY, but not by PLAY leadership. In future, travel expenditures should be approved by PLAY leadership. All changes to budget should be approved by leadership.</p>	<p>PLAY and CC will meet to discuss UEY disposition of assets, as well as transition plan. A half day may be required.</p> <p>Stephanie will send the UEY Q1 and Q2 budget to PLAY leadership for electronic approval.</p>
Next Meetings - meeting time?	Next meeting is on July 8 th 2:30 to 4:30, and will be held at the Community Council office- 3948 Quadra Street.		



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UEY Advisory Committee: Agenda/Minutes

Date: July 8, 2008

Place: Community Council

Attendees: Alison Preece, Christina Peacock, Jodi Sturge, Michele Fryer, Linda Leone, Nicole Pointon

Chair: Alison Preece

Regrets: Enid Eliot, Colleen Hobson, Jody Bauche

Agenda June 17, 2008

1. Awards Update- Stephanie and Nicole
2. UEY- transition and what next?
 - issues for post UEY
 - role of the UEY advisory and members
 - priorities
 - resources needed
3. Child Care Briefs- Advisory approval
4. Budget Change- Approval
5. Update from Alison!
6. Draw Prizes! We have Awards draw prizes for parents to award!

Next and Final Meeting September 9^h, 2:30 to 4:30

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
Atlas			
<p>Knowledge Mobilization - child care briefs- input on Langford brief</p>	<p>Brief contents were reviewed and approved by regional child care members, both CCRR managers, Lynell Anderson, planners, and Community Council.</p> <p>Briefs were finalized and approved for dissemination to Mayors and Councillors by PLAY leadership.</p> <p>All briefs were reviewed by Senior planners in each of the 6 municipalities.</p>	<p>The Advisory discussed the current Ministry of Ed policy discussions re: extending kindergarten programs to full day and additional programs for children aged 3 and 4. Linda Leone was on the conference call with Susan Kennedy- message from ECE needs to be heard in the discussion on extending kindergarten programs- need to bring up all issues at once and use the systems that are in place. Biggest challenge is creating new systems. Bringing out the strengths in both systems and showing the inter-connections is why UEY info is important. Stephanie informed the Advisory that a recommendation was made that a regional brief be prepared and presented to the CRD board. Response was positive and also that it would not be a good time right now to present to the board but it is a good time for us to get the information out.</p>	<p>Advisory approved the child care briefs for distribution.</p>

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Communications	<p>MOU was signed between Community Council and CAFCA for the transfer of funds from UEY to PLAY for the communications plan.</p> <p>The plan was finalized and approved by PLAY leadership.</p>		
Community Action Plans	<p>MOU was signed between Community Council and CAFCA for the transfer of funds from UEY to PLAY for the creation of the community action plan. A draft plan should be ready before UEY concludes the end of September.</p>		
Early Years Awards - update - draw prizes	<p>Stephanie and Nicole have been working on the awards follow up. 700 decals were printed off, letters of acknowledgement were written and packaged. Volunteers have been hand delivering the briefs and most have been mailed.</p> <p>Nicole prepared the final public service announcement and has been following up with media.</p>	<p>Nicole came to discuss the communications strategy to follow up the awards. She is hoping to pitch focused stories for various media publications to run, such as Island Parent, the Times Colonist and Focus Magazine- Advisory and PLAY input on their reflections on the awards will help her to tailor these pitches. She will send out the last PSA to local media on August 4 or 5th. Nicole shared the poster that will be shared with all organizations who assisted in distributing the paper briefs.</p>	<p>Stephanie will send out the Awards database to the Advisory.</p> <p>Stephanie will mail all remaining decals before the end of August.</p> <p>Stephanie will notify all of the draw prize winners.</p>

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
		<p>Advisory approved the poster and the final PSA.</p> <p>Advisory pulled names for the draw prizes.</p>	
<p>Evaluation - UEY Transition and Evaluation</p>		<p>Jodi led the discussion on input on the UEY transition plan.</p> <p>Jodi inquired with Michele about the GIS license on the software UEY has been using from VIHA- without mapping software, there is no way to do any analysis.</p> <p>Key issues were around sharing data collected by UEY:</p> <ul style="list-style-type: none"> - it’s about how we build on the information we’ve put together - principle to have data as accessible to people as possible while protecting identity. - how do we make the info accessible and to who? - if Community Council keeps the info- what is the criteria for accessing it? - we want a process but not as cumbersome as say UBC - can data be used beyond the mandate of the project? - need to talk about what data we are referring to as there are many types of data 	<p>Jodi will connect with Mike Pennock. Re: the GIS software license.</p> <p>PLAY and Community Council will have a another discussion to speak to what we have and the maintenance of it. Stephanie will prepare a short document for PLAY leadership’s next meeting in September that identifies the issues in a way that Leadership understands.</p>

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
		<ul style="list-style-type: none"> - While UEY is going, it looks like PLAY has money- PLAY needs more \$ to be able to take next steps with the information- a full time position- might be good timing - we need a larger access system to make information available to the community - There is a need for a system to be in place to allow members to access the information- PLAY could provide a monthly fee to Community Council to maintain the data and take requests - when REACH finally had a full time person on staff it made a huge difference - CATCH has a partime coordinator and a full time researcher - Would it be useful to calculate the loss if we don’t get some one in place? - Important to name what is needed and resources to support it 	
Mapping Reports			
PIDACS	<p>PIDACS data sharing agreement is in the process of being signed. Data should follow before the end of August.</p> <p>Stephanie and Jodi met with</p>		

Key Activity	Update – what’s happened since last meeting?	Discussion points	Action planned – what next, by when and with what resources?
	Ellen Garvie from the Capital Children Coalition to see if there was any interest in the PIDACS data for their membership and work.		
Website			
Other - Budget Change Approval - Alison Update		Stephanie asked the Advisory for approval to use \$600 to pay for assistance with entering the Awards data to create the on-line google map. Advisory gave their approval. Alison shared with the Advisory the work she is currently involved with in Liberia. It is a project where local writers are creating children’s books for children about being a child in Liberia. Alison will be making future visits to Liberia during the course of the project.	
Next Meetings - meeting time?	Next meeting is on September 9th 2:30 to 4:30, and will be held at the Community Council office- 3948 Quadra Street.		